

# NOTICE OF MEETING

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**CABINET MEMBER FOR TRAFFIC & TRANSPORTATION**

**WEDNESDAY, 23 SEPTEMBER 2015 AT 4.00 PM**

**COUNCIL CHAMBER, SECOND FLOOR OF THE GUILDHALL, PORTSMOUTH**

Telephone enquiries to Joanne Wildsmith, Democratic Services Tel: 9283 4057

Email: [joanne.wildsmith@portsmouthcc.gov.uk](mailto:joanne.wildsmith@portsmouthcc.gov.uk)

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**CABINET MEMBER FOR TRAFFIC & TRANSPORTATION**

Councillor Ken Ellcome (Conservative)

## **Group Spokespersons**

Councillor Lynne Stagg, Liberal Democrat

Councillor Ken Ferrett, Labour

Councillor Stuart Potter, UK Independence Party

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(NB This Agenda should be retained for future reference with the minutes of this meeting.)

Please note that the agenda, minutes and non-exempt reports are available to view online on the Portsmouth City Council website: [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.**

## **AGENDA**

- 1 Apologies**
- 2 Declarations of Members' Interests**
- 3 Ferry Road, northern end off-street areas (non-public highway): TRO 36/2015 (Pages 1 - 8)**

### Purpose

To consider the responses to the public consultation on the proposal under TRO 36/2015. When objections are received to proposed Traffic Regulation Orders, it is a statutory requirement to consider them at a formal decision meeting.

## **RECOMMENDATION**

**That the Order is made as proposed, with an exemption for Permit Holders (permits to be managed by the Property & Housing Service).**

- 4 Proposed removal of 3 parking zones (AA Newbolt Road, AC Farmlea Road and JD Portsea North) (Pages 9 - 18)**

### Purpose

To consider the responses to the public consultation on the proposals under TROs 55/2015, 56/2015 and 57/2015 relating to the removal of 3 parking zones. When objections are received to proposed Traffic Regulation Orders, it is a statutory requirement to consider them at a formal decision meeting.

## **RECOMMENDED:**

- 1. AA Newbolt Road parking zone remains in place.**
- 2. AC Farmlea Road parking zone is removed.**
- 3. JD Portsea North parking zone remains in place.**

- 5 Bus Lane Enforcement Guidelines and Penalty Charge Notice Rate (Pages 19 - 22)**

### Purpose

To seek the Cabinet Member for Traffic and Transportation's agreement on the guidelines related to the enforcement of bus lanes, and the rate at which a Penalty Charge Notice is charged.

## **RECOMMENDATION**

**That the Cabinet Member for Traffic and Transportation approve the guidelines at appendix 1 and approve the setting of the Penalty Charge Notice for a bus lane contravention at £60.**

- 6 Notice of motion - fares on buses in Portsmouth (Pages 23 - 26)**

### Purpose

This report has been requested by the Cabinet Member for Traffic and Transportation following a Notice of Motion regarding "Fares on buses in Portsmouth" at Full Council on Tuesday 17<sup>th</sup> March 2015.

## **RECOMMENDED**

**In response to the Notice of Motion at Full Council, it is recommended that:**

- 1. The Cabinet Member writes to First Hampshire, Dorset & Berkshire and Stagecoach (South) to seek their cooperation in providing a value for money bus service in Portsmouth.**
- 2. Officers within the Transport, Environment and Business Support Directorate, will continue to meet with public transport operators to promote affordability within the fares structure and work on promoting bus travel across the city.**
- 3. Through the Cabinet Members role within the Solent Transport partnership, continue to monitor the uptake a promotion of innovative ticketing solutions such as the Solent Go card, mobile phone ticketing and improving and promoting bus travel generally.**

**7 Winter Maintenance Programme Operational Plan 2015-16** (Pages 27 - 134)

Purpose

For the Cabinet Member for Traffic and Transportation to approve that the proposed Winter Maintenance Programme will provide the required level of service as prescribed within schedule 4 of the Contract and legislation in order that it can be communicated to the relevant agencies and stakeholders.

**RECOMMENDATION**

**That the Winter Maintenance Programme be approved.**

**8 Solent Transport Business Plan for 2015-16** (Pages 135 - 152)

Purpose

This report is to obtain members' agreement on the adoption of the prospective Solent Transport (Transport for South Hampshire) 2015-16 Business Plan (provided in Appendix A). This provides the direction for Solent Transport over the next Business Planning Cycle.

**RECOMMENDED**

**That the Solent Transport Business Plan 2015-16 is supported by Portsmouth City Council.**

Members of the public are now permitted to use both audio visual recording devices and social media during this meeting, on the understanding that it neither disrupts the meeting or records those stating explicitly that they do not wish to be recorded. Guidance on the use of devices at meetings open to the public is available on the Council's website and posters on the wall of the meeting's venue.

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# Agenda Item 3



Portsmouth  
CITY COUNCIL

<b>Title of meeting:</b>	Cabinet Member for Traffic & Transportation Decision Meeting
<b>Date of meeting:</b>	23 <sup>rd</sup> September 2015
<b>Subject:</b>	Ferry Road, northern end off-street areas (non-public highway): TRO 36/2015
<b>Report by:</b>	Director of Transport, Environment and Business Support
<b>Wards affected:</b>	Eastney & Craneswater
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Purpose of report

To consider the response to the public consultation on the proposal under TRO 36/2015. When objections are received to proposed Traffic Regulation Orders, it is a statutory requirement to consider them at a formal decision meeting.

Page 4: Public consultation notice detailing the proposal

Pages 5-6: Summary of responses to public consultation

Appendix A: photographic examples of unauthorised vehicles using the area

## 2. Recommendation

### 2.1 That the Order is made as proposed, with an exemption for Permit Holders (permits to be managed by the Property & Housing Service)

## 3. Background

3.1 The proposed restriction on evening and overnight parking is part of continuing attempts to clean up and maintain the off-street areas at 'Eastney Point', which are owned and managed by Portsmouth City Council's Housing and Property Service (formerly Corporate Asset Management). Enforcement of the 1-hour maximum stay restriction operating 6pm-6am would be carried out by Transport, Environment & Business Support's Civil Enforcement Officers.

3.2 The beach and other off-street areas at 'Eastney Point' are frequently used for long-term parking, which is currently unrestricted, causing difficulties for people trying to access the area. It is evident that some people store boats (including

houseboats) and park alongside them to avoid parking charges on Hayling Island or paying for harbour moorings. Considerable time and resources are used to arrange the removal of unauthorised boats, and there are currently no restrictions on the area to enforce or to deter overnight parking. Complaints are regularly received by the Community Wardens about campervans in particular, and currently the only way to move the vehicles is via a Court order, which takes considerable time to obtain. Legal action has proved to be a slow and expensive process, ultimately unsuitable for the location and its problems.

- 3.2** The area has occasionally been 'advertised' by campers via social media as an unofficial free campervan site, available for evening and overnight use. This type of use has led to fly-tipping, general littering and disposal of waste (including chemical waste) into the sea.

#### **4. Reasons for recommendation**

- 4.1** The comments received in response to the formal consultation on the proposals (Page 5) have been taken into consideration.

- 4.2** A restriction on parking will enable the area to be better managed. The evening and overnight restriction aims to prevent unauthorised parking within the area, particularly on a long-term basis, so that they can be used by more people for short-term parking and access to the waterfront. Daytime parking is unaffected.

- 4.3** There is a car park further south on Ferry Road that remains open and can be used by fishermen and visitors etc. including on an overnight basis. The car park has a height restriction barrier that would affect larger vehicles only.

- 4.4** The public consultation has helped to identify the legitimate users of this area, and therefore permits will be available for authorised parking for those who need it. With regard to commercial fishermen, permits would only be issued in exceptional circumstances if no alternative unloading options are available, and whose activities are appropriately licensed.

- 4.5** It was suggested that 3 hours maximum stay be allowed instead of 1 hour. However, taking into consideration the reasons behind the proposal and the required outcome, 1 hour is the most suitable. Should 3 hours' free parking be allowed, those abusing the current arrangement would quickly realise that parking any time after 6.30pm would be likely to avoid enforcement within regular shift patterns.

#### **5. Equality impact assessment (EIA)**

An equality impact assessment is not required as the recommendation does not have a negative impact on any of the protected characteristics as described in the Equality Act 2010. These include Age, Disability, Race, Transgender, Gender, Sexual orientation, Religion or belief, relationships between groups, and other socially excluded groups.

**6. Legal Implications**

- 6.1 Under powers contained in the Road Traffic Regulation Act 1984 local authorities may provide off-street parking places and may by order make provisions as to the conditions on which it may be used.
- 6.2 A proposed TRO must be advertised and the public given a 3 week consultation period where members of the public can register their support or objections. If objections are received to the proposed order the matter must go before the appropriate executive member for a decision whether or not to make the order, taking into account the comments received from the public during the consultation period.

**7. Director or Finance Comments**

- 7.1 The recommended proposed restrictions on evening and overnight parking as detailed within TRO 36/2015 require works to be carried out which are estimated to be £1,800. These costs include advertising the order, the costs of signage and new posts.
- 7.2 This expenditure will be funded from the existing Housing and Property Service's revenue budget.

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Signed by:  
**Alan Cufley**  
**Director of Transport, Environment & Business Support**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
8 emails	Transport Planning, 4 <sup>th</sup> floor, Civic Offices

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
Signed by:  
**Cllr Ellcome**  
**Cabinet Member for Traffic & Transportation**



**Copy of public notice detailing the proposal under TRO 36/2015:**

Dated: 15 June 2015

**THE PORTSMOUTH CITY COUNCIL (FERRY ROAD - NORTHERN END) (OFF STREET PARKING PLACES) (NO.36) ORDER 2015**

Notice is hereby given that the Portsmouth City Council proposes to make the above Order under Sections 32-35 of the Road Traffic Regulation Act 1984. The effect would be to introduce restrictions on parking within the PCC-owned areas at the northern end of Ferry Road:

**A) PROPOSED PARKING RESTRICTION**



**Name of Parking Places**  
Ferry Road Parking Areas

**Days and Hours of Parking Place Operation**  
6pm - 6am, 7 Days a Week

**Maximum Stay**  
1 Hour (No Return Within 2 Hours)

Note: Ferry Road itself is subject to a "No Waiting" restriction, indicated by double yellow lines, which is not affected by this Order.

**REASON FOR THE ORDER**

To introduce a restriction on the time permitted to park in the parking areas accessed from the northern section of Ferry Road (in the vicinity of the lifeboat station) so that they may be used by more vehicles for short-term parking and access to the waterfront. The restriction aims to prevent long-term parking and overnight parking within the areas.

A copy of the draft Order and a plan may be examined at Main Reception, Ground Floor, Civic Offices, Portsmouth during normal office hours. A copy of this Public Notice can be viewed on Portsmouth City Council's website - visit and search 'traffic regulation orders 2015'

Persons wishing either to object to or support these proposals may do so by sending their representations in writing via email to [engineers@portsmouthcc.gov.uk](mailto:engineers@portsmouthcc.gov.uk) or a letter to Nikki Musson, Transport Planning, Portsmouth City Council, Civic Offices, Portsmouth PO1 2NE, quoting ref: TRO 36/2015 by the 6 July 2015 stating the grounds of objection / support.

Under the provisions of the Local Government (Access to Information) Act 1985, any letters of representation that are received may be open to inspection by members of the public.

Alan Cufley, Director of Transport, Environment and Business Support  
Portsmouth City Council, Civic Offices, Guildhall Square, Portsmouth PO1 2NE



**Summary of public consultation responses to TRO 36/2015**

Objections
<p><u>Fisherman</u> The majority of those parking in the area are working in tidal conditions, and therefore the proposed curfew will not always tally correctly with working hours. There should be an extension of the consultation in order to allow further discussion.</p>
<p><u>Boat Owner</u> Boat owners pay harbour dues and should have unrestricted parking rights. Charter boats also rely on nearby parking for their clients, and the current proposals would have a disastrous effect on their ability to trade as they go out for several hours at a time. Issuing parking permits could be a solution.</p>
<p><u>Institute of Marine Sciences, Ferry Road</u> Staff and PhD students will be prevented from staying beyond 7pm - a frequent requirement for those conducting experiments. There is also no justification for the proposal, as someone who arrives early most days she rarely witnesses more than two vehicles parked overnight.</p>
<p><u>Long term visitor and boat user</u> Fishermen frequently go out overnight and need to be able to park close to their boats; otherwise the long history of fishing from Ferry Point will be at risk. Agrees that the campervans which park along the road are a problem, and suspects that the lack of official waste disposal provisions leads to campervan owners disposing of waste in the sea.</p>
<p><u>Long term mooring holder</u> Objects to proposed restrictions because boat owners and mooring holders (including commercial fishermen) going out at night need access to parking near to the dinghies at the very northern tip of the point, for longer than the restriction would allow. Signage restricting overnight camping on the peninsular has been ignored in the past so this latest restriction might negatively affect long term users without achieving its prime objective. There is no shortage of short term parking on the peninsula. The lack of sanitation facilities for camping is an issue, causing waste overspill and a generally unhygienic environment, but the proposed solution will cause hardship to fishermen who are already feeling hardship.</p>
<p><u>Fisherman</u> The proposal is not suitable when fishing overnight for up to 12 hours and having lots of heavy equipment that needs to be moved between vehicle and pontoon. Concerned about security of equipment and catch during transport if car was parked far away.</p>
<p><u>Local Resident, Horse Sands Close</u> One hour parking is not long enough for visitors and residents to enjoy beach, fish and visit Hayling Island. Proposals will negatively impact local business and the area will lose visitors.</p>



Objections continued

Fisherman

The proposal would represent a significant obstacle to commercial fishing activities as the need for a nearby parked vehicle in which to unload equipment and days catch is crucial. Hours spent at sea are dependent on many factors and the proposed timings do not accommodate this. Fisherman have worked out of Langstone Harbour for decades and unrestricted parking for them is a key factor in their ability to continue with their livelihoods. Many months of the year there are only fishermen's vehicles parked at the point anyway. Suggests a permit system for legitimately parked vehicles.

Portsmouth City Council's response

Fishermen - Boat owners pay Harbour Dues to LHB (Langstone Harbour Board) - Havant, not Portsmouth, and unrestricted parking rights or use of land for parking are not included. This is common: when paying the berthing fees in Gosport, for example, clients have no rights whatsoever to park near their boat except for a 30 minute allowance for the purposes of loading and unloading.

The location does not have commercial status, meaning there are no rights to using the area for business purposes. If there were, non-domestic business rates would apply.

Fishermen do not park close to their boats, which are moored out in the harbour; small tenders are brought to shore for loading. Pontoons are available for rent or the facilities at Hayling Island can be used. Larger fishing boats with trailers use the public slipway next to the public car park off Ferry Road. The slipway has no height restriction.

There is no free long-term parking on the Hayling Island side of the water, nor anywhere else along Portsmouth and Southsea seafront, resulting in the current migration by some to the small 'free' area at the northern end of Ferry Road. Fisherman would continue to be able to use the free car park further south off Ferry Road, to use the northern end during the daytime and for up to 1 hour at night (for loading/unloading for example). Enforcement officers are unlikely to issue Penalty Charge Notices to people actively loading and unloading under normal circumstances.

Vehicle Safety - Vehicles are parked at the owners' risk, as the site is not manned on a permanent basis and only has street lighting. The safety of a vehicle and its contents cannot be assured when its owner is out at sea on a boat, fishing, wherever it is parked.

Essential Users - Permits for the University, and for the Lifeboat Station, use could be considered if the parking on their own sites is unavailable. The photographs of vehicles parking in the area (Appendix A) indicate the scale and frequency of the problem: these vehicles are reported by people trying to use the area and council officers are obliged to investigate.

General Beach Users - The 1-hour maximum stay would only apply after 6pm; parking during the daytime will remain unrestricted.

Portsmouth City Council's response

Charter Boats & Ferries - The Hayling Island ferry will no longer be running from the pontoon due to the extensive repairs that are needed and appear unaffordable. However, should it resume, the parking restriction is proposed to operate outside of the times that the ferry ran. If there are any authorised evening/overnight charters operating from Ferry Road beach, their clients may use the car park further south on Ferry Road. Those operating during the daytime will continue to be unaffected.

*(End of Report)*

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<b>Title of meeting:</b>	Cabinet Member for Traffic and Transportation Decision Meeting
<b>Date of meeting:</b>	23rd September 2015
<b>Subject:</b>	Proposed removal of 3 parking zones (AA Newbolt Road, AC Farmlea Road, JD Portsea North)
<b>Report by:</b>	Director of Transport, Environment and Business Support
<b>Wards affected:</b>	Charles Dickens and Paulsgrove
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Purpose of report

To consider the responses to the public consultation on the proposals under TROs 55/2015, 56/2015 and 57/2015 relating to the removal of 3 parking zones. When objections are received to proposed Traffic Regulation Orders, it is a statutory requirement to consider them at a formal decision meeting.

Pages 5-9: summary of the public consultation responses  
Appendix A: The public notices detailing the proposals

## 2. Recommendations

**2.1 AA Newbolt Road parking zone remains in place.**

**2.2 AC Farmlea Road parking zone is removed.**

**2.3 JD Portsea North parking zone remains in place.**

## 3. Background

**3.1** At the Traffic & Transportation decision meeting in July 2015, a decision was taken to formally consult on removing AA, AC and JD residents' parking zones.

**3.2** This report details the responses to the formal public consultation through the Traffic Regulation Order (TRO) process.

#### **4. Reasons for recommendations**

**4.1** The comments received in response to the formal TRO consultation on the proposals have been taken into consideration and the recommendations are primarily based on these responses.

##### **4.2.1 AA Newbolt Road**

The number of responses to the formal TRO consultation are as follows:

- Petition of 10 names from the affected properties in objection to the TRO to remove the scheme
- 2 further letters objecting to the TRO to remove the scheme

10 residents of 9 properties affected have responded to the formal TRO public consultation via a petition to request the parking zone stays in place. 2 of those residents also wrote in separately to express individual views on why the zone is needed.

No correspondence in support of the TRO to remove the AA Newbolt Road residents parking scheme was received through the formal TRO public consultation.

The correspondence received in objection to the TRO as detailed above has led to the recommendation not to remove it the AA Newbolt Road residents parking scheme.

##### **4.3.1 AC Farmlea Road**

The number of responses to the formal TRO consultation are as follows:

- 3 responses were received in objection to the TRO to remove the zone
- 3 responses were received in support of the TRO to remove the zone

The formal TRO public consultation received 6 responses: 3 responses in favour of keeping the parking zone and 3 responses in favour of removing the parking zone.

Because there is no clear majority in the TRO responses, the previous survey results from the £30 permit charge survey have been taken into account, as has professional judgment regarding the zone.

The £30 permit charge survey results indicated two thirds of residents who responded would prefer the parking zone to be removed.

**4.3.2** The zone was originally implemented following residents' concerns over parking by employees based in nearby Port Solent, and that many residents were not using their garages to park their vehicles in. Parking by employees is largely a daytime issue, and in the evenings residents have reported little difference to the available parking space as the vehicles parking are those used by residents

themselves. The zone has 91 on-street parking spaces, 156 valid Resident permits and the majority of properties have access to a garage or hard-standing. Having had experience of controlled parking, paying £30 for a permit with the current level of parking available is not supported by the majority of residents.

The response to the TRO consultation, the original survey on the £30 permit charge, and professional judgement combine to recommend removal.

#### **4.4.1 JD Portsea North**

The responses to the formal TRO consultation are as follows:

- 5 responses were received in objection to the TRO to remove the parking zone

#### **4.4.2** The 5 responses received were all in support of keeping the JD Portsea North parking zone and are from residents who have no access to off road parking.

The parking zone is formed of 6 roads, containing 175 on-street parking spaces. The zone is heavily oversubscribed with 272 valid Resident permits. There are off-street parking spaces in the area that are owned and managed by the Housing & Property Service, to the rear of Privett House for example. Although finding a parking space within the JD zone remains difficult, residents have expressed concerns that parking would become impossible given the close proximity to the Historic Dockyard, Gunwharf Quays, University buildings and the residential redevelopment of the former Alders Warehouse site on Cross Street. From a strategic perspective, unrestricted parking in this location is impractical and the space is highly likely to become used for all-day parking by non-residents. There is currently no unrestricted parking in and around the city centre, in line with government policy.

#### **4.4.3** JD permits are also valid within the JA zone south of Queen Street, which residents have reported as beneficial, particularly when space within the JD zone is unavailable. This opportunity would cease if the JD zone was removed.

### **5. Equality Impact Assessment (EIA)**

An equality impact assessment is not required as the recommendation does not have a negative impact on any of the protected characteristics as described in the Equality Act 2010. These include Age, Disability, Race, Transgender, Gender, Sexual orientation, Religion or belief, relationships between groups, and other socially excluded groups.

### **6. Legal Implications**

#### **6.1** A proposed TRO must be advertised and the public given a 3 week consultation period where members of the public can register their support or objections. If objections are received to the proposed order the matter must go before the appropriate executive member for a decision whether or not to make the order, taking into account the comments received from the public during the consultation period.

**7. Director of Finance Comments**

**7.1** The introduction of charges for all residents and other parking permits will mean that the costs of implementing and operating schemes will be mainly funded from the income generated.

**7.2** The costs of the proposed amendments will be met from the annual budget that is set aside for this purpose. Any changes in income levels will be monitored and reported as required.

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Signed by:  
**Alan Cufley**  
**Director of Transport, Environment & Business Support**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location
T&T reports July 2015	Transport Planning, 4 <sup>th</sup> floor, Civic Offices Democratic Services, and Portsmouth City Council's website, search 'transportation', click 'Traffic & Transportation Committee' then 'Browse meetings...' and select date

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
Signed by:  
**Cllr Ellcome**  
**Cabinet Member for Traffic & Transportation**





## Summary of public consultation responses to TRO 55/2015 (AA Newbolt Road)

Objections to the proposed removal of AA Newbolt zone.

### Petition submitted with 10 signatures from residents of odd Nos. 23-39 Newbolt Road

We, the undersigned, residents of the houses affected by this proposal, wish to register our OPPOSITION, to the removal of our permit spaces for the reasons set out below:

- This layby was provided originally, specifically for this group of houses, as it was recognised that unlike all the houses around, there was not enough kerb space for the residents to park and because of the green there was no way to make a driveway.
- Every other house in the area has full house frontage kerb-space (two spaces) and, in most cases, access to a driveway.
- In the evening, this kerb-space is fully utilised, as most of the houses around us seem to have at least two cars, and there are still people trying to find room to park. These drivers would be free to use our spaces, and the older residents and those with small children would find parking a distance from their homes very difficult. Cars parked at a distance would also be vulnerable to damage and residents might not feel safe parking and walking.
- At the moment there is a two hour maximum parking time allowed in these bays (except for residents with permits). This means that it is impossible to police this restriction, and it is badly abused, and although we have permits we still have to fight for our overnight parking space, even not going out in the evening in case there is no room to park on our return.
- We have seen an increasing number of large commercial vehicles parking in these places during the day and overnight and, this, whilst parking is supposed to be restricted. To remove this permit zone would encourage everyone with a large van or lorry into our spaces, and onto a road that is narrow anyway; becoming a serious danger to the adults and particularly children going to and from school and playgrounds. It is horrifying to see children in the middle of the road to get past these obstructions.

### *OUR PROPOSALS*

- We need these parking spaces, and we would be severely disadvantaged if they became de-restricted
- We need control to be easier to apply and suggest that;
  - Each house is allocated a free numbered parking space (ideally) or
  - The cost for 1st permit could be cheaper with subsequent permits more expensive
  - The two hour maximum daytime parking time is retained.
  - An overnight curfew to be introduced for permit holders only. Perhaps from 1900hrs to 0800 hrs. This would stop Newbolt Road from becoming a lorry park, it could be easily policed, as any vehicle parked during that period without a permit could be identified, and the council could even generate revenue from parking fines.
  - Our need for these parking spaces is so great that we would be prepared to pay for them, although it would be an extra financial burden. We would like to feel that we have as much of a right to be able to park safely and at as little cost as those who have driveways and kerb space.

Resident, Newbolt Road

This house and the neighbouring houses are unable to create private parking in place of the front garden as many others have done on Newbolt Road, due to the grassed area in front. Therefore there is a greater need for access to the permitted parking in front of these homes. If the parking was unrestricted, the commercial vehicles would park here again.

Resident, Newbolt Road

At evenings and weekends, residents cannot park their cars near to their houses due to commercial vehicles parking in the bays all weekend, and householders carrying out regular car maintenance, which often takes up spaces for a whole day and sometimes all weekend. If the parking permits are removed then this will increase. Disabled visitors and relatives, who are unable to walk miles, also visit. If the permits are removed these relatives will be unable to visit due to parking worries. The parking zone should be permit holders 24/7, including visitor permits, for which residents would be happy to pay a yearly fee for.

Portsmouth City Council's response

This location is slightly unusual as the parking bays are on land owned by the Housing Service, but it has been adopted (maintained at public expense and with public right of access), which takes precedence over ownership. Therefore, it is not possible to number the bays, as that method of allocated parking is used in off-street private parking areas.

Permit charges are uniform across the parking zones citywide. The number of 1<sup>st</sup> Resident permits issued exceeds the number of 2<sup>nd</sup> Resident permits issued by 9:1, meaning the costs of parking zones would not be covered by permit income if 1<sup>st</sup> permits were cheaper and subsequent permits more expensive.

Under normal circumstances, a parking zone for a small section of road prohibiting its use by other residents of the same road would not be considered. Whilst some of the properties have turned their front gardens into off-road parking, there remains a similar number that are unable to do so, and therefore have to share kerb space and experience the difficulties described by the residents of Nos.23-39 in their petition and emails above. Parking is only available on one side of the road due to its width.

The recommendation to retain the parking zone restriction is made based on it being in place since 2004, and the support shown for it by the residents for whom it was implemented.

**Summary of public consultation responses to TRO 56/2015 (AC Farmlea Road)**

Support for removing the AC Farmlea Road parking zone
<p><u>Resident, Farmlea Road</u> I support the majority decision to remove the parking zone in Farmlea Road, as only residents and their visitors park in the road. It was much better before parking zone came into force and it would be a mistake to keep it.</p>
<p><u>Resident, Farmlea Road</u> The parking permits should be removed. Parking remains an issue but the permits don't make any difference. Would the restriction on the opposite side also be removed?</p>
<p><u>Resident, Farmlea Road</u> The scheme has not made any positive difference to the parking here. 2 hours for visitors is not long enough, especially when there are free spaces everywhere. The parking scheme turned many former spaces into single yellow lines which should be returned to unrestricted parking if the bays are removed. It is inconvenient to have to park on yellow lines, keep an eye out for a bay space and then move the car. I would prefer that the road had unrestricted parking once more.</p>

Objections to removing the AC Farmlea Road parking zone
<p><u>Resident, Farmlea Road</u> The possibility that the resident parking zone may be removed is a concern. The reasons that it was implemented back in 2012 (Port Solent workers parking there during the day) are still valid. There are limited options to park elsewhere when parking spaces near home are full. If the proposed nearby residential home is given planning permission, it will exacerbate the problems, and the situation will also worsen as local children reach driving age. I am willing to pay towards the administration costs of the scheme, and hope that consideration will be given to keeping it.</p>
<p><u>Resident, Southampton Road</u> As a disabled pensioner I struggle to be able to get out of a car inside the garage. Having a resident parking zone has helped to alleviate some of the problems with parking that come from Port Solent workers parking on residential streets. The proposed charge is reasonable if free parking isn't possible.</p>
<p><u>Resident, Farmlea Road</u> The issues that led to the zone being created are still valid and that the associated problems will return if the zone is removed. Cars park on double yellow lines and corners, which will worsen without the zone. People in rental properties are less likely to wish to pay for a permit, but if the zone is removed there will be a rise in complaints. If the removal goes ahead, could signage be left in place as a deterrent to those parking in residential streets for work? Without the zone, parking will be bad enough to force me to move from the area.</p>



Portsmouth City Council's response

See paragraphs 4.3.1 and 4.3.2.

Local employees using Farmlea Road to park is a daytime issue, when the majority of residents are out at work themselves and are largely unaffected. This is the main reason why two thirds of residents who expressed a view feel the parking zone is not worth paying for. In the evenings, the vehicles parking are associated with residents, who generally report no difference in parking availability.

A single yellow line was implemented in a few locations in Farmlea Road as residents previously parked partly on the pavement, which could not be legitimised within the parking zone. The daytime parking restriction on one side ensures traffic flow and access to the western end as the parking bays are marked opposite fully on the road. Should the parking zone be removed, this restriction would also be removed, returning the previous parking arrangements and experience.

**Summary of public consultation responses to TRO 57/2015 (JD Portsea North)**

Objections to removing the JD Portsea North parking zone

Resident, Cross Street

I was unaware that there was a survey conducted and question whether the 14 respondents who voted to remove the zone actually live or park in the relevant area. Where will I park if the zone is revoked? It is difficult to park at the best of times and taking this zone away will cause stress and anxiety for a great number of people.

There will also be a new housing development in Cross Street and the number of permits will increase once the properties are sold or let. The removal of the JD zone would put a lot of pressure on the JA residential parking area. I feel strongly that the majority of the 272 permit holders are unaware of the survey and of proposals; I am happy to pay for permits.

Resident, Cross Street

The prospect of removing the JD parking zone is deeply concerning. As a night time commuter who arrives home from work at around 1am, past the operational times of most public transport I am dependent on my car for work. Although never able to park within the JD zone when returning from work I am able to park in the JA zone opposite. Without the JD zone I will have nowhere to park. The proximity to Gunwharf and other visitor attractions could fill the limited number of spaces, as well as the potential influx of cars from the upcoming Aqua Development. The low number of respondents to the survey (17 out of 272 permit holders) does not give an accurate reflection of resident's opinions, and the survey questions did not fully address the issue. I am happy to pay for a Resident permit.

Resident, Cross Street

Repeal the plan to remove the JD parking zone, which would result in a great number of tourists from the Historic Dockyard parking in the area, preventing residents from doing so. The Dockyard car park is frequently full, with queues stretching back to Queen Street, and this deficit in visitor parking is a key reason to keep the RPZ. The low survey response rate equates to 6.25% and should not be used; the question should be put to residents again. The proposed charge for the first Resident permit is fair and reasonable, and is nothing compared to the potential cost of private parking.

## Summary of public consultation responses to TRO 57/2015 (JD Portsea North) continued

### Objections to removing the JD Portsea North parking zone

#### Resident, Cross Street

I and all of the other residents have been unaware of the consultation process - the majority are in favour of keeping the RPZ, contrary to the survey result. The cost of the permits and visitor permits is too high but would still prefer to keep the zone. All residents are to be kept informed of any further decisions.

#### Resident, Cross Street

It is difficult to park even with the zone, and this situation would deteriorate with the zone's removal. I am happy to pay the proposed fee; the survey results are inaccurate. It would have been preferable to contact current permit holders directly, as I didn't see the yellow notice until 24/08/2015 (last day of consultation).

### Portsmouth City Council's response

See paragraphs 4.4.1, 4.4.2 and 4.4.3.

16 public notices were displayed within the 6 roads forming JD Portsea North (photographs of these in situ were taken) and yet only residents of Cross Street have responded. All respondents would prefer the parking zone remains in place, for the reasons reflected under the 'Reasons for the Recommendations' paragraph of this report.

The responses to the March/April 2015 survey came from residents of Cumberland Street (12 remove / 2 keep), King William Street (1 remove) and Queen Street (2 remove). The majority of those in Cumberland Street were residents of Privett House, which has parking spaces available to rent, and the 2 respondents from Queen Street are entitled to apply for permits within JD zone but may prefer those roads to be unrestricted.

Therefore, more weight has been given to the residents' views in response to the public consultation than the anonymous survey, as they have taken the time to write in and are directly affected by on-street parking availability.

*(End of Report)*

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<b>Title of meeting:</b>	Cabinet Member for Traffic & Transportation Decision Meeting
<b>Date of meeting:</b>	23 <sup>rd</sup> September 2015
<b>Subject:</b>	Bus Lane Enforcement Guidelines and Penalty Charge Notice Rate
<b>Report by:</b>	Director of Transport, Environment & Business Support
<b>Wards affected:</b>	All
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Purpose of report

To seek the Cabinet Member for Traffic & Transportation's agreement on the guidelines related to the enforcement of bus lanes, and the rate at which a Penalty Charge Notice is charged.

## 2. Recommendation

**That the Cabinet Member for Traffic and Transportation approve the guidelines at appendix 1 and approve the setting of the Penalty Charge Notice for a bus lane contravention at £60.**

## 3. Background

- 3.1. Maintaining a quick and consistent journey time is essential to the success of bus services in Portsmouth. Faster journeys will encourage modal shift from private vehicles to the more sustainable alternative. Bus lane enforcement is seen as a key in some areas to achieve that aim.
- 3.2. The law and or guidance issued by the DfT will take precedence over this local guidance. This guidance is currently fully compliant with the law and the DfT guidance.
- 3.3. The legislation allows for Local Authorities to set the charge for a Penalty Charge Notice within set levels. It is proposed that the charge be set at the maximum allowed outside London, ie £60, to ensure the charge acts as a deterrent to unauthorised use of the bus lanes. The charge of £60 will be reduced to £30 if paid within 14 days of the notice being served (it should be noted that the date of the notice of the penalty is not the same as the date of the offence/contravention). For information the other levels are £40 and £50.

Should the Cabinet Member agree to charge £60, formal approval by the Secretary of State will be sought.

#### **4. Reasons for Recommendation**

- 4.1. Although not required by law, local enforcement guidance is recommended by the DfT. This guidance document, which will be used by enforcement officers of the Council to carry out the enforcement of restrictions, will be publicly available. It is considered best practice that Members consider and agree policy/guidance on enforcement action.
- 4.2. A formal agreement by members is required for the setting of a Penalty Charge Notice rate, prior to approval by the Secretary of State.

#### **5. Equality Impact Assessment (EIA)**

- 5.1. An equality impact assessment is not required as the recommendation does not have a negative impact on any of the protected characteristics as described in the Equality Act 2010.

#### **6. Legal Implications**

- 6.1. The above comments are consistent with the entitlement of the Authority to regulate bus lane usage and are consistent with the appropriate regulations: Bus Lane Contravention (Penalty Charges Adjudication and Enforcement) (England) Regulations 2005.

#### **7. Director of Finance Comments**

- 7.1. There are no financial implications related to this report.
- 7.2. Financial implications in relation to the enforcement of bus lanes and bus gates were previously set out in the "Enforcement of Bus Lanes & Bus Gates (Stage 2)" report which formed part of the agenda of the Traffic & Transportation decision meeting on 12/03/14.

.....  
Signed by:

**Alan Cufley**  
**Director of Transport, Environment & Business Support**



**Appendices:**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
Provisional guidance on bus lane (including tramway) enforcement in England outside London - November 2005 (revised February 2008)	Civic Offices
Bus Lane Contravention (Penalty Charges Adjudication and Enforcement) (England) Regulations 2005.	Civic Offices

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
 Signed by:  
**Cllr Ellcome**  
**Cabinet Member for Traffic & Transportation**

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<b>Title of meeting:</b>	Cabinet Member for Traffic & Transportation Decision Meeting
<b>Date of meeting:</b>	23 <sup>rd</sup> September 2015
<b>Subject:</b>	Notice of Motion - fares on buses in Portsmouth
<b>Report by:</b>	Director of Transport, Environment and Business Support
<b>Wards affected:</b>	All
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Purpose of report

This report has been requested by the Cabinet Member for Traffic and Transportation following a Notice of Motion regarding "Fares on buses in Portsmouth "at Full Council on Tuesday, 17th March 2015.

## 2. Recommendations

**In response to the Notice of Motion at Full Council, it is recommended that:**

- 2.1 The Cabinet Member writes to First Hampshire, Dorset & Berkshire and Stagecoach (South) to seek their cooperation in providing a value for money bus service in Portsmouth**
- 2.2 Officers within the Transport, Environment and Business Support Directorate, will continue to meet with public transport operators to promote affordability within the fares structure and work on promoting bus travel across the city**
- 2.3 Through the Cabinet Members role within the Solent Transport partnership, continue to monitor the uptake a promotion of innovative ticketing solutions such as the Solent Go card, mobile phone ticketing and improving and promoting bus travel generally**

## 3. Background

- 3.1 Under the 1985 Transport Act, bus services outside of London were deregulated, removing local authority control of bus services. The Act opened the operation of bus services to the free market, and while Local Authorities continue to work in partnership with bus operators to achieve common aims, the action undertaken by bus operators is entirely at their discretion.

- 3.2 At Full Council on Tuesday, 17th March 2015 a notice of motion regarding fares on buses within Portsmouth was tabled.
- 3.3 The motion noted that while the cost of diesel had reduced by over 10%, First Bus fare prices had actually increased their individual fares by approximately 6%, and the three month season ticket by over 3%, more than 10 times the rate of inflation.
- 3.4 With the stark reduction in global oil price, it is not surprising that a commensurate reduction in fare price would be expected. However, there are a number of intervening factors which make such a reduction unlikely in the short term:
- Fuel accounts for around 15% of the operating costs of the bus network, and therefore only makes up a small component of the overall running costs
  - 86% of the bus network is run on a commercial basis in Portsmouth, which relies on a profit in order to continue
  - Bus operators forward buy their fuel at a pre-arranged fixed price, offering certainty of price, and less susceptibility to fluctuations in pricing.
- 3.5 Notwithstanding the above, Portsmouth City Council remains committed to ensuring the provision of high quality, attractively priced public transport within the city, offering residents an appealing alternative to the private car.
- 3.6 Portsmouth City Council has worked extensively in partnership with neighbouring Local Authority, bus and ferry operators to promote the creation of Solent GO. Solent Go is a new, smart travelcard that can be used to travel all over South Hampshire. This currently includes buses, ferries and the hovercraft. We are working closely with our rail partners to introduce trains to the Solent Go card also.
- 3.7 The Solent Go card facilitates cross boundary trips across the sub region, offering value for money ticketing. Initial take up has been good, with further a further promotion campaign programmed for later this year. Future plans have been developed for the further roll out of this ticketing platform, providing a step change in public transport provision across South Hampshire.

#### **4. Reasons for recommendations**

- 4.1 A reliable public transport network is critical to the future prosperity of Portsmouth providing residents and visitors with access to employment, education, health care, and recreational opportunities. Having an affordable fares structure is essential to the operation of public transport and ensuring it is accessible to residents.

#### **5. Equality impact assessment**

There are no equality issues arising from this report.

**6. Legal implications**

The Council has no direct powers in relation to non-subsidised bus routes, and the setting of ticket prices. However, the commercial setting in which bus operators trade (and in which their prices are set) may be influenced by the Council's strategies in relation to parking, and transport, as a highways and planning authority. Accordingly, the Council is able to make representations and take views from bus operators on matters which may affect transport sustainability and uptake, such as pricing.

**7. Director of Finance's comments**

Portsmouth City Council has offered to work with the Bus Operators in order to establish a rationale for changing the current fare structure. PCC has a custom built price sensitivity model that could be used to assist the operators in modelling changes to fares. Currently the offer of using this model has not been taken up.

PCC will continue to offer support to the operators in order to assist them with their fare structures.

.....  
Signed by:  
**Alan Cufley**  
**Director of Transport, Environment and Business Support**

**Appendices:**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/  
rejected by ..... on .....

.....  
Signed by:  
**Cllr Ellcome**  
**Cabinet Member for Traffic and Transportation**

# Agenda Item 7



Portsmouth  
CITY COUNCIL

<b>Decision maker:</b>	Cabinet Member for Traffic and Transportation
<b>Subject:</b>	Winter Maintenance Operational Plan 2015/16
<b>Date of decision:</b>	24 <sup>th</sup> September 2015
<b>Report by:</b>	Director of HR, Legal and Procurement
<b>Wards affected:</b>	All
<b>Key decision:</b>	No
<b>Budget &amp; policy framework decision:</b>	No

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## 1. Summary

Portsmouth City Council ("the Council") has a statutory duty to ensure that safe passage along a highway is not endangered by snow or ice, so far as reasonably practicable. This duty has been contracted out by way of the Portsmouth Highways PFI contract (the Contract) and the responsibility to provide the Winter Maintenance Service has been transferred under the Contract to Ensign Highway Limited ("Ensign").

The Winter Maintenance Plan (WMP) provides the framework for Ensign to manage routine winter maintenance, details those responsible for the management of weather emergencies, details those responsible for and provides the framework to manage the highways services response as part of a multi-agency response, and identifies activation triggers for action to be taken.

The plan comes into force during the winter maintenance period from 1<sup>st</sup> October to 30<sup>th</sup> April.

## 2. Purpose of report

For the Cabinet Member for Traffic and Transportation to approve that the proposed WMP will provide the required level of service as prescribed within schedule 4 of the Contract and legislation in order that it can be communicated to the relevant agencies and stakeholders.

## 3. Background

This requirement is pursuant to section 41 (1A) of the Highways Act 1980 , which prescribes a statutory duty on Highway Authorities to *ensure so far as reasonably practical, that safe passage along a highway is not endangered by snow and ice.*

The exercise of this function has been delegated to Ensign and is expressly contained within schedule 4, para 117 (1) of the Contract.

This plan is in support of the national arrangements introduced following the implementation of the Civil Contingencies Act 2004. Schedule 1 of the act and the supporting guidance set out clear expectations and responsibilities for Category One Responders at the local level to ensure that they are prepared to deal effectively with the full range of emergencies from localised major emergencies through to catastrophic events.

Part 1 of the Civil Contingencies Act 2004 establishes a consistent level of civil protection activity across the United Kingdom. Category One Responders include the Emergency Services, Local Authorities and other agencies.

The WMP covers city's core responsibilities and is updated in the summer of each year to take into account lessons learnt from the previous winter. In the case of extreme conditions, the WMP should be read in conjunction with emergency and business continuity plans.

No snow events occurred in the 2014/15 period. A brief summary of the actions taken after the review of the 2014-2015 winter season is listed below:-

- Due to the following points two additional gritting routes were added during the season which were:
  - 1 - The ambulance service relocated their vehicles from the Eastern Road depot to their new site at North Harbour Spur, which is tertiary network, therefore not on the gritting route, as such in view of the important service provided the decision was taken to add this road to the gritting route.
  - 2 - The fire station at Somers Road contacted Colas to say they were struggling with their fire engines returning to their station from the access road at the rear which is on the Tertiary Network. Again the decision was taken to add it to the gritting route.
- Due to the development works taking place at The Hard, a temporary one way system has been put in place for southbound traffic, which involves sending traffic through Wickham Street. As a result of this the gritting route for this area has been amended to include Wickham Street.

In the event of snow conditions, priority 1 and 2 roads and footways will be cleared first, followed by key priority 3 roads and footways such as hill slope roads in the north of the city.

#### **4. Recommendations**

- 4.1 That the updated WMP be approved.

#### **5. Reasons for recommendations**

- 5.1 That the approval of this report demonstrates that the WMP will ensure safe passage along a prioritised network of roads and footways and that in periods of prolonged or severe weather conditions that a programme of treatment will be extended across the Project Network , so far as reasonably practicable.
- 5.2 That the approval of this report demonstrates that this Council has confidence that the proposed WMP conforms to the requirements of the Contract.
- 5.3 That the WMP reflects the recommendation contained in the independent review document published by the Department for Transport in July 2010 and the Code of Practice for Well Maintained Highways.



## 6. Options considered and rejected

- 6.1 No other options have been considered for the provision of the WMP as it supports a statutory duty.

## 7. Duty to involve

- 7.1 As the provision of the Winter Maintenance Service is a statutory duty consultation will be undertaken with interested parties such as Emergency Services, Hospital Trust, neighbouring Authorities and Public Transport organisations. A pre-winter meeting will be arranged during September with all Council services to present the WMP and to discuss how this will interface with their winter arrangements.

## 8. Implications

- 8.1 If the Winter Maintenance Service was not to be provided, then this would be a breach of the duty placed on a Highway Authority under Section 41 of the Highways Act 1980 by the Railway and Transport Safety Act 2003.
- 8.2 Untreated roads could cause safety issues, traffic disruption and high levels of complaint from road user, residents, commercial and industrial businesses.

## 9. Corporate priorities

This report contributes to the following Corporate Priorities:

- Protect and support our most vulnerable residents
- Improve efficiency and encourage involvement
- Improve public transport

## 10. Equality impact assessment (EIA)

Advised by the Access and Equality advisor that one is not required.

## 11. Legal implications

The requirement to produce a WMP is in line with prescribed obligations for the Council as a Highway Authority to ensure, *as far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice* (S41(1A) of the Highways Act 1980). This requirement has been expressly delegated to Ensign by way of Schedule 4 of the Contract and therefore the legal obligation to ensure (reasonably) that such requirements are met has been satisfied.

## 12. Director of finance's comments

There are no financial implications as result of the recommendations contained within this report. The WMP is a requirement as part of the existing Contract with Ensign.

## 13. Reason for the matter being dealt with if urgent

This matter is not urgent.

.....  
Signed by:

**Appendices:**

Appendix A: The Winter Maintenance Operational Plan

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
1 Highways PFI contract document	Transport and Street Management
2 Highways Act 1980	City Solicitor
3 Railways and Transport Safety Act 2003	City Solicitor

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by Cabinet Member for Traffic and Transportation on 24 September 2015.

.....  
Signed by: Cabinet Member for Traffic and Transportation.

# Portsmouth Public Highway PFI



## Winter Maintenance Operational Plan 2015-16

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- K Standard Forms and Daily Reports
- L Snow desk content
- M Section 8 Agreement between PCC and HCC

## Document Owner

The owner is responsible for maintenance, upkeep and amendment of the document.

Document Owner	Ray Muscat – Winter Maintenance Service Manager
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## Document Control

Document Issue and Revision Record						
Issue	Revision	Date	Issuer	Checker	Issue/Revision Description	Approved
7.0	A	10/08/15	GW	RM	Draft for comments	N/A
7.1	B	01/09/15	GW	RM	2 <sup>nd</sup> draft for comments	N/A
7.2	C	07/09/15	GW	RM	3 <sup>rd</sup> draft for comments	N/A
7.3	D	09/09/15	GW	RM	4 <sup>th</sup> draft	

## Distribution List

Name	Role	Date
<b>Colas</b>		
Biff Harrison	Business Manager	
Ray Muscat	Winter Maintenance Service Manager (Duty)	
Steve White	Winter Maintenance Service Manager (Reserve)	
Fred Willett	Network Coordinator/Duty Officer	
Martin Thompson	Winter Maintenance Duty Officer	
Paul Christy	Winter Maintenance Duty Officer	
Andy McDuff	Winter Maintenance Duty Officer	
Gordon McGinn	Winter Maintenance Duty Officer	
Donna Cooper	Network Manager	
Steve Hill	Capital Works Manager	
Des Stone	Claims Officer	
<b>Ensign</b>		
Eric Brangier	Managing Director	
Jean-Frédéric Lematre	Chief Financial Officer	
<b>Portsmouth City Council</b>		
Greg Povey	Assistant Director of Contracts, Procurement and Commercial	
Alan Cufley	Head of Service Transport, Environment and Business Support	
Michelle Love	PFI Network Coordinator	
Martin Lavers	Assistant Head of Service Operations	
Pam Turton	Assistant Head of Service Strategy	
Juanita Rogers	Winter Maintenance Co-ordinator	
John Houghton	Public Transport	
Cindy Jones	Emergency Planning	

### External Organisations\*

Organisation	Name	Tel No	Date
Hampshire County Council	Peter Mitchell	023 9244 6466	
Hampshire Constabulary	Rebecca Setford	101 – ext. 718182	
Environmental Agency	Miriam Nathoo	01962 764946	
Southampton City Council	John Harvey	023 8083 2799	
Balfour Beatty (SCC service provider)	David Bailey	023 8038 8000	
Highway Agency Area 3	Guy Beresford	01306 878214	
Enterprise Mouchel (Area 3 service provider)	Ian Bastin	07774 731051	

## **Section 1 – Scope**

### **1.1 Introduction**

This winter service plan describes the policy, objectives, procedures and operational arrangements for the delivery of winter service on the Portsmouth City Council (PCC) public highway network. Ensign as the Contractor & Colas as the Sub-Contractor have prepared this document as the annual Winter Service Plan for the 2015-2016 winter season.

The document serves a number of specific purposes:

#### **Policy Document**

The winter service plan sets out Ensign's policy and objectives in the context of local service delivery.

#### **Contract Document**

The winter service plan outlines the key contractual responsibilities of Ensign and their service provider, Colas.

#### **Quality Plan**

This winter service plan forms part of Colas' quality management system.

#### **Contingency Plan**

The winter service plan forms part of the Service Company's wider contingency arrangements.

#### **Operations Manual**

The winter service plan describes the processes, procedures and operational arrangements for those responsible for delivering winter services.

#### **Reference Document**

The winter service plan is a comprehensive reference document.

### **1.2 Requirement to produce a plan**

**1.2.1** The plan is produced in accordance with the requirement of the PFI Contract Performance Standard 3: Winter Service Operations. These requirements are in line with the Highways Act 1980 Amendment Clause 41 (1A), these place a duty on Highway Authorities to ensure so far as reasonably practical, that safe passage along a highway is not endangered by snow and ice.

**1.2.2** This plan is in support of the national arrangements introduced following the implementation of the Civil Contingencies Act 2004, Regulations 2005. The supporting guidance and regulations to the Act set out clear expectations and responsibilities for Category One responders at the local level to ensure that they are prepared to deal effectively with the full range of emergencies from localised Major Emergencies through to Catastrophic Events.



**1.2.3** Part 1 of the Civil Contingencies Act 2004 establishes a consistent level of civil protection activity across the United Kingdom. Category One Responders include the Emergency Services, Local Authorities and other agencies.

### **1.3 Objectives**

The objectives of this plan are:

- To provide a framework for the Colas Winter Maintenance Service Manager to manage routine winter maintenance.
- To detail those responsible for the operation and management of routine or specific weather emergencies.
- To provide a framework for the Contract to manage the Highway Services' response to a severe weather emergency as part of a multi-agency response.
- To detail those responsible for the operation and management of the Highways' response to a severe weather emergency as part of a multi-agency response.
- To identify plan activation triggers and the action to be taken.

### **1.4 Policy Framework (Statement of Service)**

*Policy:* It is PCC's and Colas' aim to ensure, so far as is reasonably practicable, that safe passage along the highway is not endangered by snow or ice.

Colas will implement PCC's policy in an efficient and safe manner and will endeavour, in so doing, to minimise delays to road users.

### **1.5 Contractual arrangements**

Role of PCC: The City Council is responsible for following:

- 1) Setting the overall policy on the provision of winter services
- 2) PCC to contact other internal services annually for updates on schools, residential homes etc. for WMOP
- 3) Receiving notification of proposed actions or changes to proposed actions
- 4) Overseeing operation management and performance
- 5) Agreeing the escalation mechanism and cessation of other PFI activities to deploy resources towards winter maintenance (*details of mechanism can be found in section 2.3.1 and Appendix C*)
- 6) High-level liaison with the media
- 7) High-level liaison with elected representatives

- 8) Setting up of the Snow response Room to coordinate clearances across the city
- 9) Through the Snow Response Room PCC to communicate internally and externally on bus routes affected, school closures & road closures
- 10) Presentation to external stakeholders prior to winter season on Winter Maintenance Plan and any changes

Role of Ensign/Colas: Colas are responsible for following:

- 1) Development of the winter maintenance operational plan for Public Highway
- 2) Implementation, execution and delivery of the winter maintenance plan.
- 3) Design of winter service treatment routes
- 4) Procurement of weather forecasting services
- 5) Provision of ice prediction sensor stations
- 6) Day to day decision-making and operational management
- 7) Reporting to PCC
- 8) Provision of winter service compounds
- 9) Provision of winter service vehicles, plant, labour and materials for Public Highway
- 10) Maintenance and operation of vehicles, compounds and equipment
- 11) Day to day liaison with the media in co-ordination with PCC
- 12) Monitoring and reviewing performance

## 1.6 Network

### 1.6.1 Description and extent of Network

Colas are responsible for all adopted public highways network as described in the PFI contract. The Section 8 agreement with Hampshire County Council (HCC) is now signed and in place for cross boundary works.

### 1.6.2 Local Problem Areas

The following areas have been identified as areas of risk, and will be salted whenever a Priority one salt run has been ordered.

Road	Extent	Reason
Christchurch Gardens	Carriageway	Gradient
Oakhurst Gardens	Carriageway	Gradient
Hilltop Crescent	Carriageway	Gradient
Beverly Grove	Carriageway	Gradient
Old Rectory Road	Carriageway	Gradient
Mulberry Lane	Carriageway	Gradient
Park Lane	Carriageway	Gradient
Norway Road	Bridge/Carriageway	Gradient on bridge

Road	Extent	Reason
Copnor Road	Bridge/Carriageway	Gradient on bridge
St. Mary's Road	Bridge/Carriageway	Gradient on bridge
Burrfields Road	Bridge/Carriageway	Gradient on bridge
Isambard Brunel Road	Footway under Railway Bridge	Footway leading to Civic Offices
Southampton Road	Rail Bridge	Gradient on bridge
Eastern Road	Rail Bridge/Carriageway	Gradient on bridge
Eastern Road	Water Bridge/Carriageway	Gradient on bridge
Fratton Road	Rail Bridge/Carriageway	Gradient on bridge
Somers Road	Rail Bridge/Carriageway	Gradient on bridge
Holbrook Road	Rail Bridge/Carriageway	Gradient on bridge
Northern Road	Rail Bridge/Carriageway	Gradient on bridge
Walton Road	Rail Bridge/Carriageway	Gradient on bridge
Portsmouth Hill Road	The George Flyover Carriageway	Gradient

## 1.7 Plan Maintenance

The Contracts Manager (Winter Maintenance Service Manager (WMSM)) in charge of the winter operations is responsible for maintaining this Operational Plan. The plan is updated on a yearly basis taking into consideration the events of the previous season.

## Section 2 - Operations

### 2.1 Introduction (Operations)

The Service Company is responsible for making decisions concerning salting and snow clearance on the network during the winter maintenance period (from 1st October to 30th April). Detailed operational procedures have been developed for the delivery of winter services in the PCC area, including arrangements for liaison and co-operation with adjacent providers and reporting to the client.

The WMSM (Contract Manager for Operations) will control and is responsible for the operation of the winter maintenance service. During any periods of absence / annual leave etc. another Contract Manager will take his function and be responsible for the operation of this Plan.

In order to achieve a co-ordinated service across all boundaries liaison on salting routes has been undertaken with neighbouring maintenance authorities. The routes are defined in **Appendix D3**.

All designated site staff involved in Winter Service duties will receive instructions and training to ensure effective operation. Training would include; an appreciation of winter weather forecasting, effective decision-making, and operational procedures as appropriate to their duties.

### 2.2 General Arrangements and Decision Making

#### 2.2.1 Decision Making and Instructions

The WMSM maintains a roster of senior staff that performs the duties of the Winter Maintenance Duty Officer (WMDO) throughout the winter season. The duty WMDO will be available 24/7 throughout their period of duty. During a snow or flood event two Duty Officers will be on call, one on the snow/flood desk and one on all other out of hour's issues.

The WMDO maintains computer contact with the Finley Irvine Ice Station Alert System, either from the office or through a laptop. Weather forecasts for a specific local site will be provided by the Met Office, supported by real time local information obtained from sensor sites, as below:

Morning summary and preliminary forecast	by 0800h
24-hour area forecast	by 1330h
Sensor site forecast (text & ice prediction graphs)	by 1330h
2 – 5 day forecast	by 1330h
Evening update forecast	by 1800h

The graphical computer information of existing road surface conditions at the sensor sites together with predictive and forecast information will enable the WMDO to form a decision on appropriate action throughout their period of duty. This action may be for stand-by, precautionary salting, repeat salting or

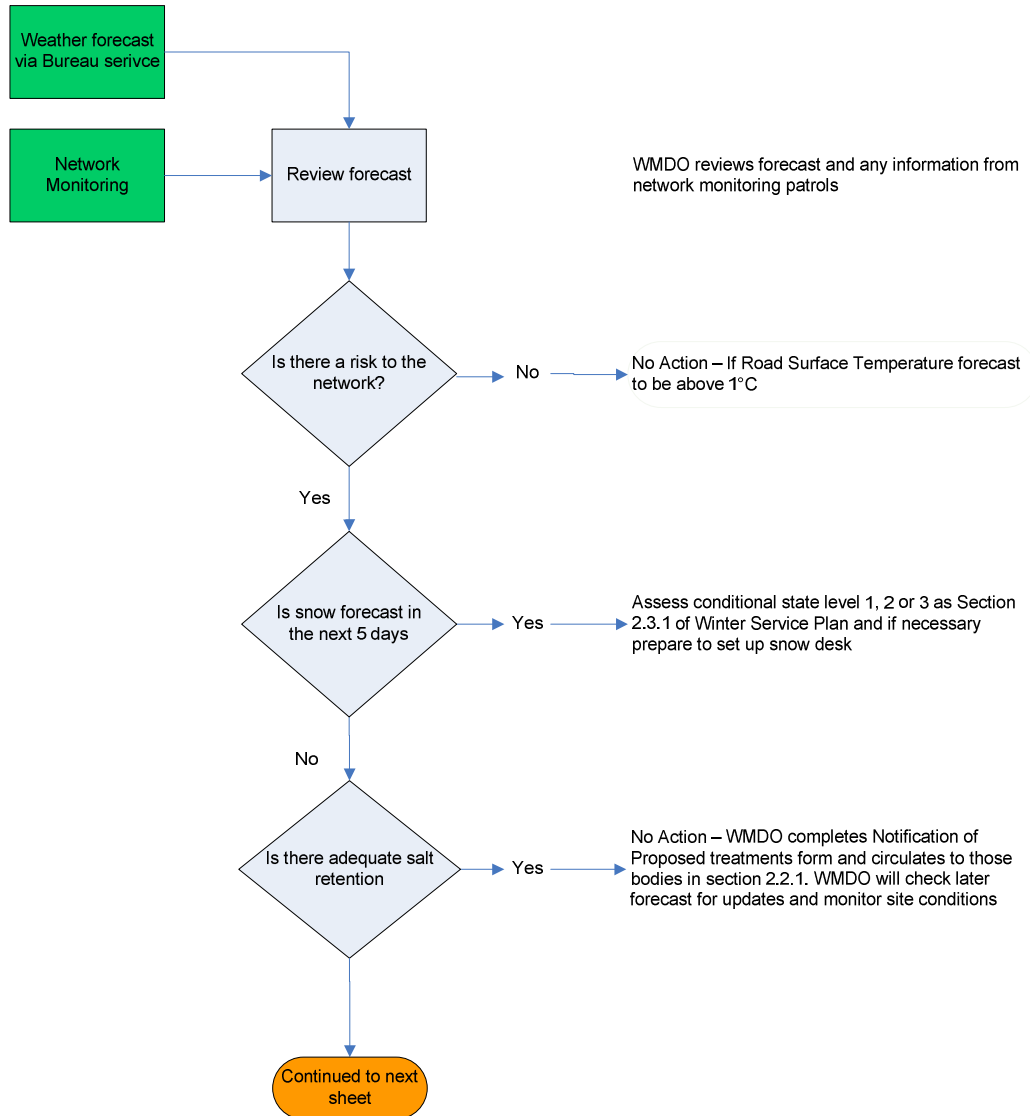
snow clearance. Confidence levels for forecasts will influence the timing of the decision.

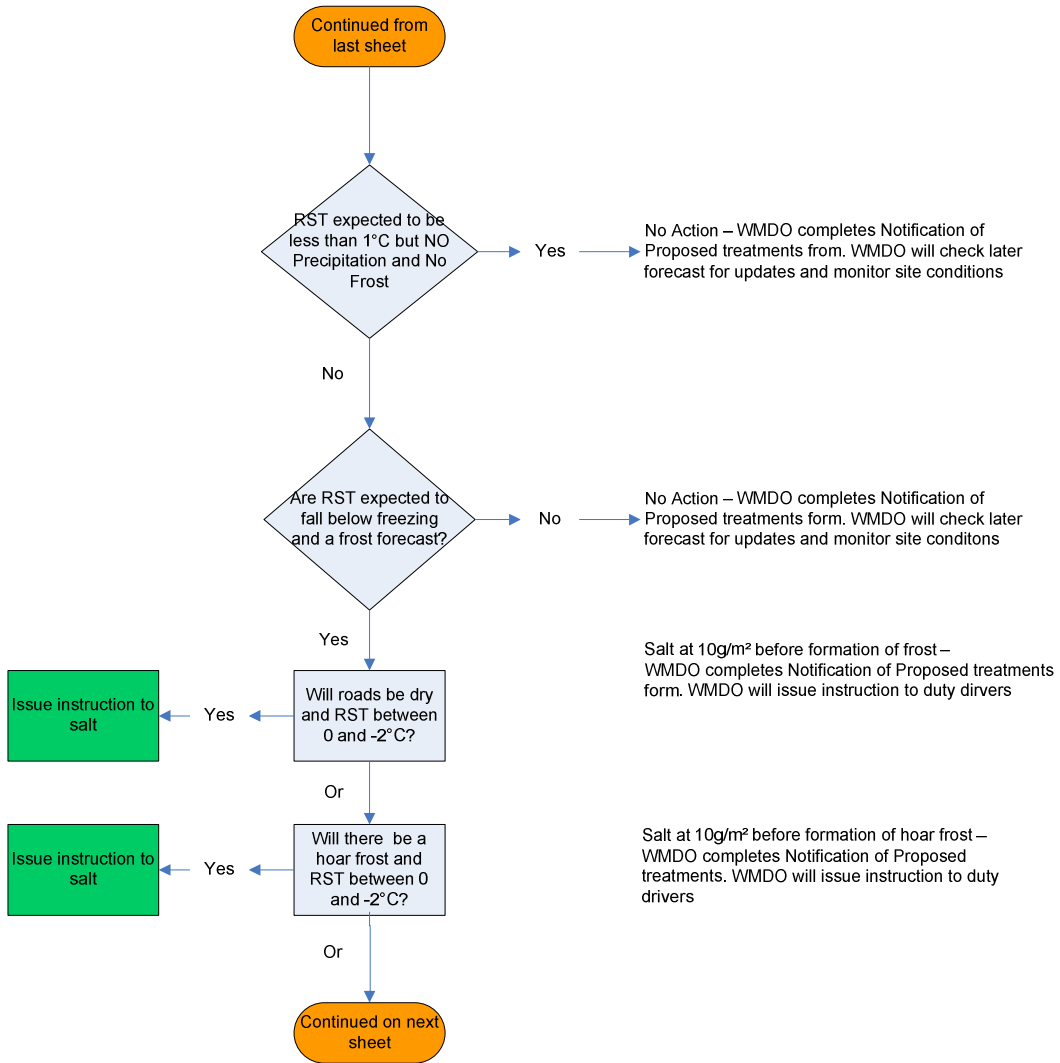
The WMDO will notify the operational staff by 16:00 hrs of any action required. If a decision has not been reached, it shall be delayed until 19.00hrs or other such time as circumstances dictate, when updated forecast information from the Met Office is available. The decision will specify the routes to be treated, timing of treatment or stand-by, spreading rates, ploughing requirements, etc.

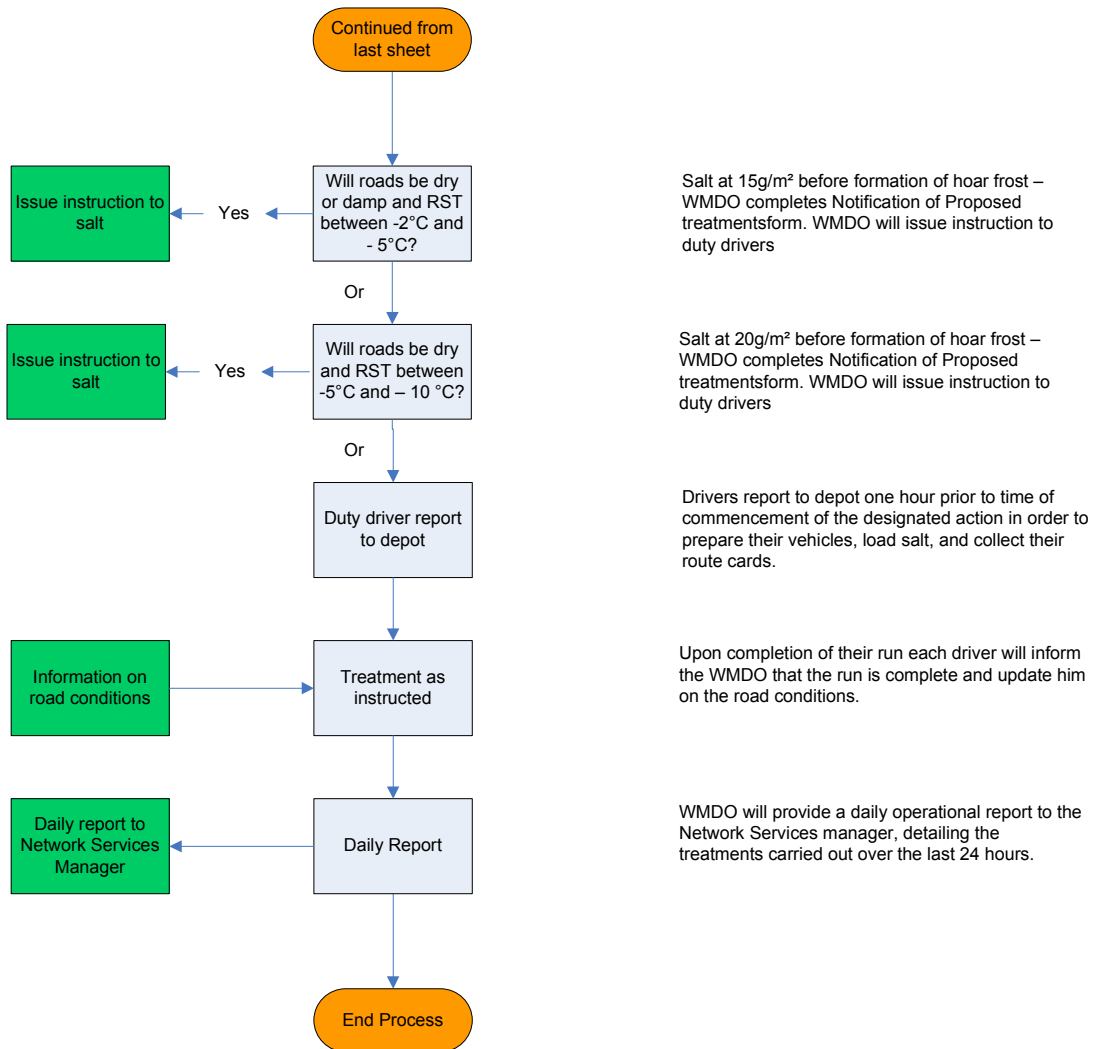
The WMDO will avoid treatment being undertaken in periods of peak traffic flow, if practicable, and during rainfall except where freezing rain is expected. The WMDO will also take into account current advice for low humidity conditions and the guidance given to increase the rate of spread/timing for Porous asphalt.

In the event of revised forecasts or unexpected conditions the WMDO may vary or change any previous decision at any time in the interests of the well-being of the Network. Updates/ changes of decision and any actions shall be notified by the WMDO to WMSM who will in turn notify if required PCC, emergency services, adjacent authorities and any party with legitimate need of such information.

## 2.2.2 Decision process









### **2.2.3 Decision matrix guide (see Appendix C)**

### **2.2.4 Special considerations**

#### **Hard packed snow**

The treatment of hard packed snow/ice using salt alone can result in an uneven and slippery surface and therefore, in such circumstances, the addition of abrasives (5mm or 6mm sharp sand) will be considered.

#### **Traffic calmed areas**

With the exception of road marking techniques to influence traffic speeds all the features are likely to involve some level of conflict with winter maintenance operation. Traffic calming features will be indicated on the gritting routes and one or more of the following actions may be specified:

- Lift snowploughs and plough snow around the traffic calming features;
- Apply heavy salting locally this is to be carried [by traffic] onto the feature; and/or
- Adjust the spread rates or spinners to minimize overspreading

## **2.3 Escalation**

During falls of snow or exceptional weather conditions responsibility for managing events will normally pass from the WMDO to a dedicated team and a Snow Desk will be established as detailed below.

PCC will be consulted in advance of establishing a Snow Desk to liaise the communications of the snow desk to their wider internal departments.

Emergency Service Plan arrangements will only be enacted if, after discussions with PCC, the Snow Desk response is considered insufficient to cope with the exceptional weather conditions or if an incident is compounded by a series of further incidents.

In the event that the DfT launch the Salt Cell, Colas will adapt the length of the network treated according to the guidance issued by the Salt Cell and according to salt supply. In this situation the WMSM will consult PCC before implementing any treatment decisions and will inform them twice a day, in the morning and in the afternoon of any developments.

### **2.3.1 Establishment of Snow Desk and escalation process**

During periods where snowfall or severe weather is forecast, three conditional states will be recognised, Level 1, Level 2 & Level 3 as below.

#### **Level 1**

During marginal weather conditions, following the 5-day weather forecast, the WMDO will monitor the local weather and road surface conditions. He will liaise with the WMSM and report any local variations to the forecast state.

## **Level 2**

During periods where severe weather is forecast, where snowfall is predicted, a “snow desk” will be setup and co-ordinated up by the WMDO and WMSM. A team from the Service Company will be established to operate the Snow Desk and they will continue to monitor local conditions and report back to the WMSM.

Colas and PCC will discuss the degree of severity and the level of resources that need to be diverted to snow clearance duty. 3 stages are forecasted. It is understood that the trigger of each of these stages will generate a relief event for underachievement of performance standard on the associated activities:

### **Stage 1**

Activities suspended:

- Highways Maintenance
- Landscaping Activities
- Gully Cleansing
- Road Lining
- Street Cleansing (block sweep)

### **Stage 2**

Activities suspended over and above Stage 1:

- Capital Works (schemes)
- Street Cleansing (gold zones, heritage areas & dog bins)
- Traffic Management

### **Stage 3**

Activities suspended over and above Stage 1 & 2:

- All other services with the total workforce dedicated to winter maintenance operations

## **Level 3**

During extended periods of severe weather, the “snow desk” will liaise with PCC, Service Company senior management, and Emergency Services to manage the situation. The Snow Desk will act, as a single point of contact and all instructions will be passed through the Snow Desk.

Once the decision has been made to set up the Snow Desk, a dedicated room at the Service Company’s office will be used. This room will contain all the necessary equipment to effectively communicate with the gritting/snow clearance fleet, PCC, Police, adjacent Local Authorities and other parties. Once the decision to initiate the Snow Desk has been taken, all communications equipment will be tested and if necessary equipment will be drawn from store.

The PCC Snow Response Room will coordinate all clearance works across the city, liaising with Colas and other Internal Services for a joined up approach. This will also include the coordination of PCC volunteers to assist with footway clearances, some of whom are unable to carry out their day to day duties due to the weather conditions. In addition to this, the Snow Response Room will collate and distribute information internally and externally on items such as bus routes affected, schools closures and road closures.

Once the decision to initiate the snow desk has been taken the WMDO will produce a shift pattern based on the available personnel and forward this to the WMSM/PCC.

The WMSM will arrange for a change in shifts where it is predicted that the snow event will span more than 12 hours, allowing for a half hour handover period. Where necessary, personnel required to take part in shift arrangements will be housed in local hotels for the duration of the emergency.

The shifts will be organised to include 2 decision makers, 1 “Technical Assistant”, responsible for keeping the Winter Service Log, and 1 “Information Officer”. One of the decision makers will take a lead role and in the event of implementation of the Contingency Plan, the role of “Silver”.

During shift changes each member of the team will handover to their direct replacement. The team leader from the previous shift will remain for a period not less than half an hour after the official handover.

In addition to the staff at the snow desk location the WMSM will, if considered necessary, arrange to place staff at the PCC Offices for the purposes of information collection and liaison.

### **2.3.2 Activation of PCC Emergency Plan**

PCC Emergency Plan will be activated at PCC request when it becomes apparent that a major or critical incident has occurred or is likely to take place. The actions outlined in the plan shall immediately put in place.

## Section 3 – Treatments

### 3.1 Carriageway Treatment

3.1.1 All carriageways forming part of the public highway network have been allocated to one of the three groupings according to the following criteria;

#### Priority One

- main traffic routes ("A" class roads and M275 motorway)
- main access routes to important industrial and large educational establishments (500+ pupils)
- main access routes to major accident and emergency hospitals, and to important emergency service locations
- roads used as major bus routes (50 per day urban, 25 per day rural)
- roads passing through major shopping centres
- other routes busy during peak traffic periods

To be treated, as routine pre-salting, in advance of any forecast frost, ice, or snow.

After 3 days of treatments, if no rain/snow has fallen no further treatment should be undertaken unless conditions deem it necessary (WMSM decision).

#### Priority Two

- roads near to other schools
- roads used as other bus routes
- roads to other hospitals
- roads to minor fire and ambulance establishments
- roads passing through other shopping centres
- roads with gradients that make driving hazardous
- hollow spots.
- footways over prominent Bridges

To be treated only when there is prolonged and persistent frost, ice or snow which is expected to continue, or following snow, but only once Priority 1 routes have been cleared.

#### Priority Three

- other adopted public highways not covered by the above

Priority 3 roads will not be treated. However, in the case of heavy snowfall, once priority 1 and 2 roads have been cleared, we will endeavour to manually or mechanically clear lower-priority roads. In exceptional weather, salt may well be rationed by the government, as it was in January 2010 and they may also reduce the numbers of roads to be salted.

“treated” = either manually or mechanically depending on resources

### 3.1.2 Spot Salting

Spot Salting is a non-routine activity carried out after the completion of Priority 1 salting. Spot Salting is undertaken on a priority basis at locations where there have been reported problems (from the Emergency services or others), or there is knowledge of specific problems of ice formation on the network. Spot Salting will not be undertaken when it is unlikely to be completed before the ice begins to melt, as road temperatures rise. Spot Salting can be undertaken either by mechanical spreader or by hand.

The process for ordering spot salting is included in **Appendix C**.

### 3.1.3 Extent of Carriageway to be Salted

- The full width of the running carriageway shall be treated at the specified rate of spread indicated on the agreed action treatment.
- Each carriageway of a dual-carriageway shall be treated individually.
- All slip roads at grade-separated junctions shall be treated individually.
- The full length of the carriageway at roundabouts and gyratory systems shall be treated.
- Isolated obstructions in the centre of a single carriageway road which exceed 5m in length shall be treated on both sides.
- Treatments will only extend to the City boundary except where agreed in the Section 8 cross boundary agreement with HCC

## 3.2 Footway Treatment

**3.2.1** All footways and cycle ways shall be allocated to one of the three groupings according to the following criteria;

### Priority One

All footways & cycle ways designated as Gold zones, Bridges & Hollow spots, and the Guildhall Square (**Appendix D**), Transport Hubs (**Appendix E2**), PCC managed residential homes (**Appendix E3**), as identified, to be treated only when there is prolonged and persistent frost, ice or snow is expected to continue, or following snow.

The list of footways/cycle ways will be reviewed/updated on an annual basis.

### Priority Two

All footways & cycle ways designated as shopping areas, Schools access (**Appendix E**) & Hill Slopes designated as to be treated following significant snowfall but only once Priority 1 footways and cycle ways have been cleared.

### Priority Three

Other footways & cycle ways to be cleared either manually or mechanically following significant snowfall but only once Priority 1 and Priority 2 footways and cycle ways have been cleared. This will include a list of all school crossing patrol sites within the city (**Appendix E1**). Please refer to note 3.1.4

### **3.2.2 Extent of Footway/Cycleway to be salted**

The full width of the footway or running width of cycleway meeting the above criteria shall be treated.

### **3.2.3 Resources for Footway treatment**

It is not possible to predict the level of resources required, at any one time, to ensure that the footways described above are clear of snow and ice. It is also very difficult to predict the level of resources effectively available at the time. However the escalation process described in paragraph 2.3.1 and recent historical events indicate a total number of operatives in excess of 200.

## **3.3 De-icing Treatment**

### **3.3.1 General considerations**

De-icing will be achieved by the application of 6mm dry rock salt at the rates defined in the Treatment Matrix Guide in Section 2.2.2 and Annexe C.

When necessary sharp sand will be added and pre mixed with the 6mm rock salt before being loaded in the gritters.

### **3.3.2 Thin Surfacing**

Many of the modern surfacing materials (TWC) have a 'negative texture' with a considerable number of voids in the finished surface. During the application of salt, a brine solution is often trapped in the voids and is drawn onto the surface by the action of tyres. On medium and lightly trafficked roads, however, the brine solution might be retained in the negative texture.

Experience indicates that TWC does not benefit from an increase in spread rate but that the effect of residual salt on the carriageway is reduced, particularly in areas of low traffic. Residual salt should not therefore be relied upon to provide protection.

The spread rate for TWC should remain as for HRA but less reliance should be placed upon residual protection provided by the previous treatment and the aim should also be to apply treatment as close, as is practicable, to the forecast time of freezing.

### **3.3.3 Low Humidity**

The current practice for winter maintenance is based on the application of dry Sodium Chloride (NaCl) in the form of naturally occurring rock salt. In low humidity conditions the level of moisture is critical in the salt being effective. This is because dry rock salt has no direct melting action; melting occurs only after the salt forms a solution by absorbing moisture from the atmosphere or the road surface.

Below a relative humidity level of about 80%, the absorption of moisture by rock salt decreases rapidly and, at low levels of humidity, salt particles remain inert and ineffective. Dampening the salt with a wetting agent prior to spreading can accelerate the process of dissolving salt particles.

Low humidity and low temperature conditions are most likely to occur in December and January, although these conditions can occur throughout the normal winter maintenance season. The WMDO must be aware that the conditions occur and that they appear to be doing so more frequently.

Monitoring the condition of the network should be carried out to confirm that the treatment has been effective. If it has not been fully successful, contingency treatments should be considered to restore the network to a satisfactory condition. It should be noted that weather sensor systems require the presence of moisture to determine the concentration of residual salt on the road sensor.

### **3.4 Salt Bins**

Some parts of the network not included in precautionary treatments could be especially vulnerable to icing. This is especially the case in the wards of Paulsgrove, Cosham, Drayton and Farlington where most of the roads present an important longitudinal gradient. Salt bins are being maintained at key locations to allow road users to spread ground rock salt in the local area on an as needs basis. It is to be noted that these bins should not be used by residents to salt private premises.

The total number of bins on the public highway 2015-2016 season is 80. Their location is shown in the **Appendix D**. Requests for additional salt bins on the highway will be reviewed by PCC on a case by case basis.

Salt bins are cleaned and filled as a routine at the start of the season and before 1st November each year and will be refilled following extreme weather conditions. A dedicated cleansing operative will carry out a fortnightly inspection and the check sheet will be sent to PCC on a fortnightly basis. Please note that salt will be allocated in priority to CW treatment then FW treatment as per described in section 3.1 and 3.2.

### **3.5 Snow Clearance**

#### **3.5.1 Ploughing & Clearance Techniques and Operational Considerations**

In moderate and heavy snowfall conditions it will be agreed with PCC to cease all normal highways work and re-direct all available resources to snow clearance.

Snow clearing routes are based upon a 40gm/m<sup>2</sup> application rate for the clearance of snow. This will normally be applied by way of two separate 20gm/m<sup>2</sup> runs. Precautionary treatment in advance of any snowfall will be at 20gm/m<sup>2</sup>.

Snowfall less than 50mm deep will normally be cleared by the application salt at a rate of 40gm/m<sup>2</sup>. This may take several successive applications.

Snowfall greater than 50mm will normally require ploughing, supplemented by the application salt at a rate of 40gm/m<sup>2</sup>. The use of ploughs will be restricted

to roads wide enough to allow their passage without risk due to the high levels of “on-street” parking and narrowness of side roads, combined with the need for traffic to be as free flowing as possible. All winter maintenance plant will, however, be equipped to carry ploughs.

While moderate or heavy snow is still falling only priority one roads will be ploughed and treated in order to concentrate resources and ensure the most important roads are kept open and maintained in a safe condition.

When snow has stopped falling or the priority one roads are considered safe, priority two roads will be ploughed and treated followed by priority three roads as resources and conditions permit.

The frequency of ploughing and the continuation of snow clearance operations will depend upon conditions and resources will be deployed according to the escalation process described in section 2.3.1.

The removal of snow from dual carriageways requires a different technique from two-way carriageways. In heavy snowfall the priority on a dual carriageway will be to maintain a single open lane. In most cases this will be the most heavily used inside lane and the first operation will be to plough from lane 1 to the verge. The clearance of other lanes will occur as conditions improve. The outside lane will normally be ploughed to the central reservation although it is essential to regulate the speed to avoid throwing snow onto the opposite carriageway. If the central reservation is not wide enough to accommodate the snow or the dual carriageway has three lanes then echelon ploughing (2 or more vehicles, moving in the same direction, one behind the other, in different lanes) will be used to move the snow to the nearside.

Where snow compaction has occurred and ice has formed it may be necessary to use salt/grit mixtures to break up the compacted snow and provide additional adhesion.

In extreme conditions after heavy snowfall it may be necessary to lift snow from streets. Snow will only be removed this way in exceptional circumstances, for example where existing piled snow is preventing further snow clearance from the road.

Snow dumps will be created as necessary at the following sites:-

Road	Location
Milton Common	Eastern Road
Western Road	King George V Playing Fields
Long Curtain Road	Long Curtain Car Park
Northern Parade	Alexandra Park
Portsmouth Hill Road	Portsmouth Hill
London Road	Hilsea Lido
Market Way	Former Tricorn Centre



Road	Location
Bransbury Road	Bransbury Park
Southsea Esplanade	Southsea Common
Milton Road	Milton Park
Eastern Road	Car Park A27
Eastern Road	Farlington Playing Fields

### 3.5.2 Aftercare and follow up Treatments

During the thaw the first priority will be to ensure, as far as possible, that road channels and footways are clear of snow in the vicinity of gullies etc. to allow melted snow to drain away. Only after gullies are clear should an attempt be made to clear any stockpiled snow.

As soon as practicable a special inspection of the network will be undertaken to identify any damage caused by the weather or the snow clearance operations.

### 3.5.3 Abandoned and Parked Vehicles

Where an abandoned or parked vehicle is hampering snow clearing operations the removal from the road, or removal to another part of the road, may be required. Wherever possible the owner will be contacted and requested to remove the vehicle directly but in certain circumstances this may not be possible.

Only police/traffic officers have the authority to move a vehicle in these circumstances and therefore contact will be made through the Snow Desk and an instruction sought from a police/traffic officer for the vehicle to be moved. The specific details of each vehicle, its location and the reason why it needs to be moved will be provided to the police/traffic officer and a log of all communications kept. The vehicle/s will only be moved once an instruction from a police/traffic officer has been received.

## Section 4 – Weather Forecasting and Ice Prediction

## 4.1 General Arrangements

During the winter period Colas will use the “Open Road” forecasting service provided by the Meteorological Office (London Weather Centre). The forecast provided each day gives the following information;

- Area 24-Hour Forecast
- Site Specific Forecast
- Morning Summary
- Evening Update forecast
- Snow Prediction during any High Risk period
- 2– 5 day forecast
- 24 hr contact number for Met Office Weather Forecasters

The main features of the forecasts are:

- Readiness colour 

<b>Green</b>	no snow or ice expected
<b>Amber</b>	risk of snow and/or ice
<b>Red</b>	snow, ice or drifting snow is expected
- Hazards - This section gives information on the hazards giving rise to the Red or Amber readiness colours as well as other potential hazards which could be present with a “Green” forecast (e.g. high winds, heavy rain, fog)
- Temperatures - Minimum road surface and air temperature are provided, these are generally given together with a confidence statement of High Medium or Low, by the forecaster.
- 24 Hour Summary - This gives a general summary of the weather forecast from 12.00 midday to 12.00 midday the following day.
  - 5 day forecast - This is an outlook for the 4 days following the day of issue of the forecast information. It gives an indication of the likely minimum road surface temperatures, together with a yes/ no statement for ice, snow, hoar frost and fog.
  - In addition to the above, at approximately 1900 hours each day the London Weather Centre issues an evening forecast. This can be viewed by the WMDO and WMSM at home on a portable (laptop) computer. The WMDO can contact the duty forecaster at the London Weather Centre to discuss any complications that may arise in the forecast. This consultancy service is provided 24 hours a day.

## 4.2 Ice Prediction System

Colas have subscribed to the Finley Irvine Ice Station Alert System. The variables measured are: air temperature, road surface temperature, relative humidity, precipitation, wind speed and direction, surface condition (wet/dry) and road temperature at 300 mm depth as well as salt residue. These are accessed by the London Weather Centre and fed into their forecasting model, enabling them to prepare a forecast specifically for the area.

The 2 Ice Prediction sensor stations are located as shown below. The selected Forecast site will be one of these two locations and will be determined in liaison with the chosen forecast provider. The sites are:

1. *Eastern Road, at the entrance to Great Salterns Quay by lamp column 205*
2. *Portsdown Hill Road, adjacent to the parking area just west of Hilltop Crescent by GPO pole DP 847*

Finley Irvine software is installed on 2 Desktop PC's and 2 Laptop PCs. One Laptop will remain with the WMDO. The Desktop PCs are located in the Service Company offices and for accessing by WMDO or other delegated officers during the working day. Further access to the forecasting information is available from any PC connected to the Internet via Finley Irvine Ice Station Alert System.

### **4.3 Records**

The WMDO will keep detailed daily records of information using forms from the "Winter Maintenance Operational plan":

- weather forecast
- actual weather conditions
- reports received
- decisions made
- instructions given
- confirmations
- actions taken
- liaison and communications log

These records will comprise paper as well as electronic records. They will be maintained, together with the adjacent authorities' decisions, in the Winter Weather Records File. Records will be archived and retained.

Periodically analysis of the records will be carried out to identify non-conformances or trends and to ensure compliance with the Winter Maintenance Code.

## **Section 5 – Winter Weather Emergency Preparation and Planning**

### **5.1 Health and Safety**

Risk Assessments and Safe Working Methods assessments and safe working methods for office staff and operational staff engaged on winter maintenance are prepared by the WMSM and the WMDO and updated in the second fortnight of September.

### **5.2 Mutual Aid**

The management of the interface between the PCC network and the Trunk Road and other networks is essential to the consistent provision of a winter service. For example, there are local roads at the PCC boundary which are essential to traffic flow within the City.

Mutual aid can be many different things, from the sharing of resources such as salt, the sharing of facilities or assistance to deal with specific problems that may occur near maintenance boundaries.

Whilst these arrangements are often ad hoc, inconsistent and rely upon the goodwill of the parties' involved, Colas is committed to the principle of mutual aid.

### **5.3 Review**

Colas undertake a mid-season and end of season review of the Winter Maintenance Operations. This is initially undertaken by the WMSM and PCC and will cover communication issues, management and delivery of the Winter Service.

Issues may be identified at the initial meeting that may require later input from a third party e.g. the Police. The review will include:

- response and treatment times
- decision making
- command and control
- escalation and snow desk (if applicable)
- liaison and communications
- weather forecasting and ice prediction
- actual weather conditions
- operational issues
- records
- health and safety
- human resources
- vehicles and plant
- de-icing materials
- depots and facilities
- Identified problem areas on the network
- Innovation and new techniques

Please find below the main action taken after the review of the 2014-2015 winter season:

- 1) Two additional routes were added during the season which was due to the following;
  - 1 - The ambulance service relocated their vehicles from the Eastern Road depot to their new site at North Harbour Spur which is tertiary network therefore not on the gritting route. However, in view of the important service provided, the decision was taken to add this road to the gritting route.
  - 2 - The fire station at Somers Road contacted Colas to say they were struggling with their fire engines returning to their station from the access Road at the rear of their station which is tertiary network. Colas decided to investigate this matter and as it was only a short stretch of network, again the decision was taken to add it to the gritting route. It was also agreed with the fire station commander that due to the road being a dead end it would be difficult for our gritting lorry to turn around therefore we would need to use the fire station ground and permission was given by the commander.
- 2) The Streets Ahead website remains under review/construction. Gritting routes and information continue to be published on the PCC website.
- 3) A temporary change to gritting route 12 has been made to incorporate the one-way system which is in place for the duration of The Hard Development works (Wickham Street).

#### 5.4 Winter Service Timetable

The generic preparation table is presented in **Appendix G**, the table below sets out key dates in the delivery of the 2015-2016 winter service.

Date	Who	Action
August 2015	Colas	Preparation of WMOP update
21 August 2015	Colas	Submit WMOP to PCC for review
10 September 2015	PCC	T&T Cabinet Briefing Meeting
n/a	Colas	Amend WMOP as required by PCC
18 September 2015	Colas	Submission of WMOP to PCC
24 September 2015	PCC	T&T Cabinet Decision Meeting
30 September 2015	Colas	Issue WMOP
1 October 2015	n/a	Winter season commences
28 January 2016	Colas	Mid-season review
30 April 2016	n/a	Winter season concludes
26 May 2016	Colas/PCC	Post season review meeting
June 2016	Colas	Post season report to PCC

## Section 6 - Resources

### 6.1 Introduction (Resources)

This section of the Winter Maintenance Operational Plan (WMOP) details the resources available for delivery of winter services including reserve and contingency arrangements.

### 6.2 Human Resources

The following table defines the key personal responsible for delivery of the services defined within this document:

Function	Title	Contact
Responsibility for Plan	WMSM	07717 665912
Decision maker	WMDO and WMSM if required	07717 665912
First Point of Contact	WMDO	07717 665912
Out of hours contact	WMDO	07717 665912

### 6.3 Training

The Service Company is committed to ongoing staff training and education. It is essential that the decision maker is competent and experienced in all likely weather conditions. Therefore all staff involved in winter service duties will receive instructions and training, as appropriate to their duties, to ensure effective operation. Training will include; an appreciation of winter weather forecasting, effective decision-making, and particularly the management of snow events and implementation of this WMOP.

It is also essential that there are adequate numbers of HGV drivers within the workforce, trained to drive the necessary machinery, for a prolonged snow event. Operational staff will have the appropriate driving license be trained to appropriate levels, such as City and Guilds Scheme winter service operatives' qualification. Records of all training are kept on file at the Service Company's office.

### 6.4 Winter Maintenance Exercise

**6.4.1** A trial exercise shall be carried out in advance of each winter period to check all the plant, operatives and ancillary equipment are available and in working order.

**6.4.2** This exercise will normally take place in late September. All pre-salting vehicles (including salt spreaders), snowploughs, as shown in **Appendix J** and relevant labour will be involved and tested.

**6.4.3** The trial run shall consist of:

- Salting vehicles being loaded with spreading inserts
- A minimum amount of salt and loaded to test the correct operation of the unit
- Ploughs fitted and their operation tested
- Priority 1 routes run in full, checking route maps and schedules are available and correct
- Priority 2 routes, subject to agreement with the Winter Service Activity Manager

The results of this exercise shall be recorded on Checklist A in **Appendix J** and copied to PCC.

#### 6.4.4 Briefing and induction

### 6.5 Manning Levels

There are 8 qualified drivers for winter service operations on the PCC network. This will provide a minimum resource level of 2 times the number of operational vehicles needed.

An additional 2 fully trained HGV drivers are available on request to provide winter emergency response.

In normal conditions 3 drivers will be on duty at any one time.

In a snow situation there will be sufficient HGV drivers to operate gritters for 24-hour cover for a prolonged period of severe weather.

### 6.6 De-icing Material

#### 6.6.1 Type and Specification

To minimise damage to third party property and vehicles and to reduce problems in periods of low humidity it is proposed to utilise 6mm nominal size rock salt as below. Abrasive grit may be used in periods of extreme weather.

- 6mm salt, to BS3247:1991
- Abrasives: 5 or 6mm sharp sand

Following “The Quarmby Review”, issued by the Secretary of State for Transport, to consider the resilience of English transport systems, new guidance was issued in Oct 2010 to provide a comprehensive range of spread rates for different weather conditions and spreading capabilities for the UK road network. Whilst Colas has taken these into consideration, we will not be in a position to fully implement them until the existing fleet of vehicles is renewed.

This information has been reviewed in 2015 with no changes, however it is Colas’ intention to review the winter maintenance fleet prior to 2016/2017 winter season.

## 6.6.2 Storage Locations

For the 2015/2016 winter season Colas salt is stored in the Walton Road depot.

The UKRLG updated its recommendations regarding pre-season salt resilience stock level in its report “The resilience of England’s Transport Systems in Winter” issued in October 2010. The resilience levels suggested are changing from 6 days/24 runs to 12 days/ 48 runs. This translates into a pre-season stock level for Portsmouth of 864t of salt. The storage capacity at Portsmouth depot is 970t (850t in a dedicated salt barn in Walton Road depot and 120t in a non-covered storage bay), 10% more than the recommended resilience level, which is fully stocked before the start of the winter season. For the record the total tonnage of salt used in 2014/2015 winter was in the region of 929t.

Colas still keeps a framework contract agreement with both main UK salt provider Salt Union and Cleveland Potash. Colas internal growth has increased the level of salt bought by the company, Colas Portsmouth can therefore draw on a privately owned 150,000t of salt.

In 2010, it was agreed that a New Emergency Network is to be considered in case of salt supply shortage. In extreme or prolonged weather conditions, the Government may establish the “Salt Cell”, this will control the distribution of salt supplies nationally, and may require the reduction of the treated network. It is important to note that in these circumstances, the control of supply of salt is beyond our control.

Colas have also been in discussions with the Met Office who can now provide a more accurate weather report which highlights the road surface temperature at several locations throughout the City, this will allow us to take a decision with the agreement of PCC, whether to grit certain roads should there be an extreme salt shortage.

It is part of the WMSM’s task to be responsible for the timely ordering of replacement salt.



## Section 7 – Liaison and communication

### 7.1 Publicity

It is important that the all interested parties including the general public are aware of and understand Colas/PCC approach to winter maintenance of the public highway.

Queries and complaints from the public will be dealt with directly by Colas via the helpdesk as appropriate and will be recorded through the PEM system.

The plan will be circulated to the list of stakeholders listed in preamble of this plan.

Statements relating to policy, and the general level of service provided will only be made through PCC.

Subject to the approval of PCC, Colas will provide information on agreed relevant details contained in this WMOP for Public Highways to the general public using agreed means of communication. This includes a proposal for the content of PCC Winter Maintenance of public highway website section.

In order to achieve a consistent approach to winter service operations along routes that either enters or leave the PCC boundaries, liaison with HCC and the Highways Agency will take place. All communications will take place by email and telephone as necessary.

Colas will notify the bodies in section 2.2.1 of all proposed treatments once known, but not normally later than 16:00 each day. It will also notify them of other actions including changes to planned treatments, reactive treatments and snow clearance. Communications in severe weather conditions will include regular updates as determined by the prevailing circumstances

All notifications will be by email and phone unless agreement is reached with recipients for transmission by other electronic means.

Colas will consult with PCC, as soon as practicable, on any strategic decisions required or any events that may have a significant effect on the performance of the network, such as strategic road closures.

The form at **Appendix K** will be used for all notifications.

### 7.2 Reports

#### 7.2.1 Daily reports

Before 9.30am each day the WMDO will provide a daily operational report to the WMSM, detailing the treatments carried out over the last 24 hours and any relevant issues that have arisen during that period. The report shall be submitted in the form defined at **Appendix K**. The reports will be archived on Colas data base and made available to PCC on request.

#### 7.2.2 Regular Updates

During severe weather conditions Colas will provide PCC with regular updates describing the current condition of the network and detailing the ongoing and

proposed winter service operations. The report shall be submitted, by email, by the WMSM in the form defined in **Appendix K**.

### **7.3 Media Liaison**

In order to provide information on the winter maintenance decisions and other routine matters the Service Company will inform PCC communication officer daily in case of severe weather condition and on an ad hoc basis otherwise as required by PCC.

Any direct communication between Colas and the media will first be vetted by PCC.

### **7.4 Internal Communication Arrangements**

During the Winter Service period all normal internal operational communication and instructions will be via landline telephones, mobile telephones and/or emails. Instructions, actions and reports will be recorded.

All winter service depots and gritting vehicles will be equipped with mobile telephone communication to ensure contact can be made by the supervisors and WMDO's at all times.

# **Appendix A**

## **Other Plans Containing Colas Highway Management Roles and Responsibilities**

- Portsmouth City Council – Emergency Response Plan
- Colas – Emergency Incident Plan

# Appendix B

## Definitions and abbreviations

PCC	Portsmouth City Council
HCC	Hampshire County Council
WMSP	Winter Maintenance Service Plan
WMSM	Winter Maintenance Service Manager
WMDO	Winter Maintenance Duty Officer
RST	Road Surface Temperature
TWC	Tarmac Wearing Course

## Appendix C Guidelines for Decision Making

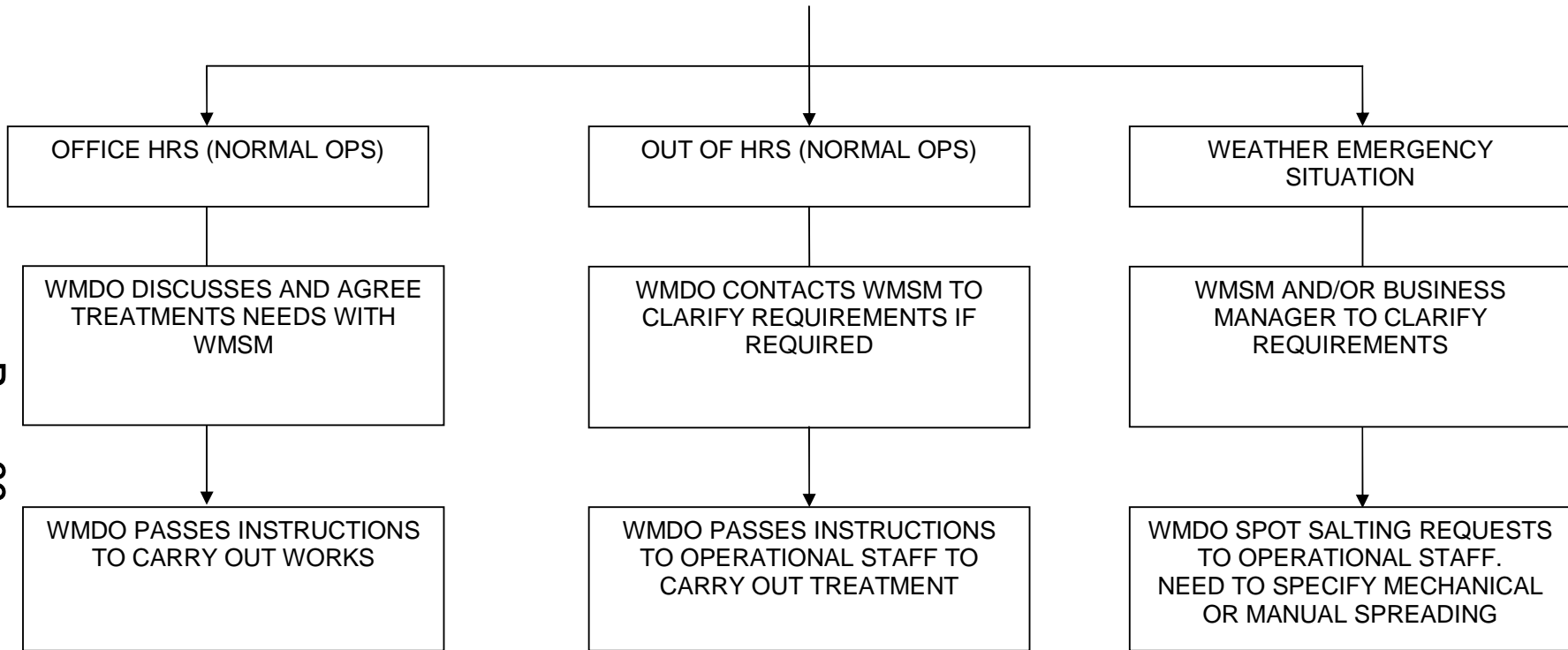
Forecast Conditions	Green	Amber			Red						
	Above Freezing	Borderline Freezing Conditions			Definite Freezing Conditions					Snow	
		No rain, freezing fog, or hoar frost, predicted	Rain, early morning freezing fog, or hoar frost predicted	Freezing in some places	No rain, freezing fog, or hoar frost predicted	Rain, freezing fog, or hoar frost predicted in places*  *If predicted for North of City only then Routes 1-4 only	Rain predicted before freezing conditions	Rain predicted during freezing conditions	Early morning freezing fog, or hoar frost predicted	Light falls up to pprox.. 30mm	Moderate falls over 30mm
Road Conditions											
Road surface wet	1	2	2*	3	3	3	4	3 * and standby for possible repeat run	3 *	5 & 6 and standby for possible repeat run	5 twice & 6 and standby for possible repeat run
Wet patches on road surface											
Road surface wet but may dry											
Road surface dry	1	1	2*	1	1	3	4	3 *	3 *	5 & 6	24 twice & 6
Routes pre-salted within 24 hours with no subsequent rain											Repeat if required

### Recommended Action

- 1 No action necessary
- 2 Colas gritters operators to standby in depots (loaded or unloaded as agreed with the Winter Maintenance Duty Officer)
- 2\* Colas gritters operators to standby in depots (loaded or unloaded as agreed with the Winter Maintenance Duty Officer)
- 3 & 24 Pre-salting to be completed before commencement of freezing conditions @ 15g/m<sup>2</sup>
- 3\* Pre-salting to be completed before commencement of freezing conditions @ 15g/m<sup>2</sup>
- 4 Pre-salting to be programmed after rain has finished @ 15g/m<sup>2</sup>
- 5 Pre-salting to be carried out before predicted snow @ 20g/m<sup>2</sup>
- 6 Fit snow ploughs as appropriate

Note: M275 to follow Highways England gritting criteria to ensure uniformity

## WMDO IDENTIFIES NEED FOR SPOT SALTING TREATMENT



## Timing of Action

Pre-salting needs to be timed for maximum de-icing effect, i.e. completed close to the commencement of the freezing period. However, it must be borne in mind that pre-salting operations during the early hours, after midnight, will have a serious effect on the ability of the work force to undertake a full day's work later in the day.

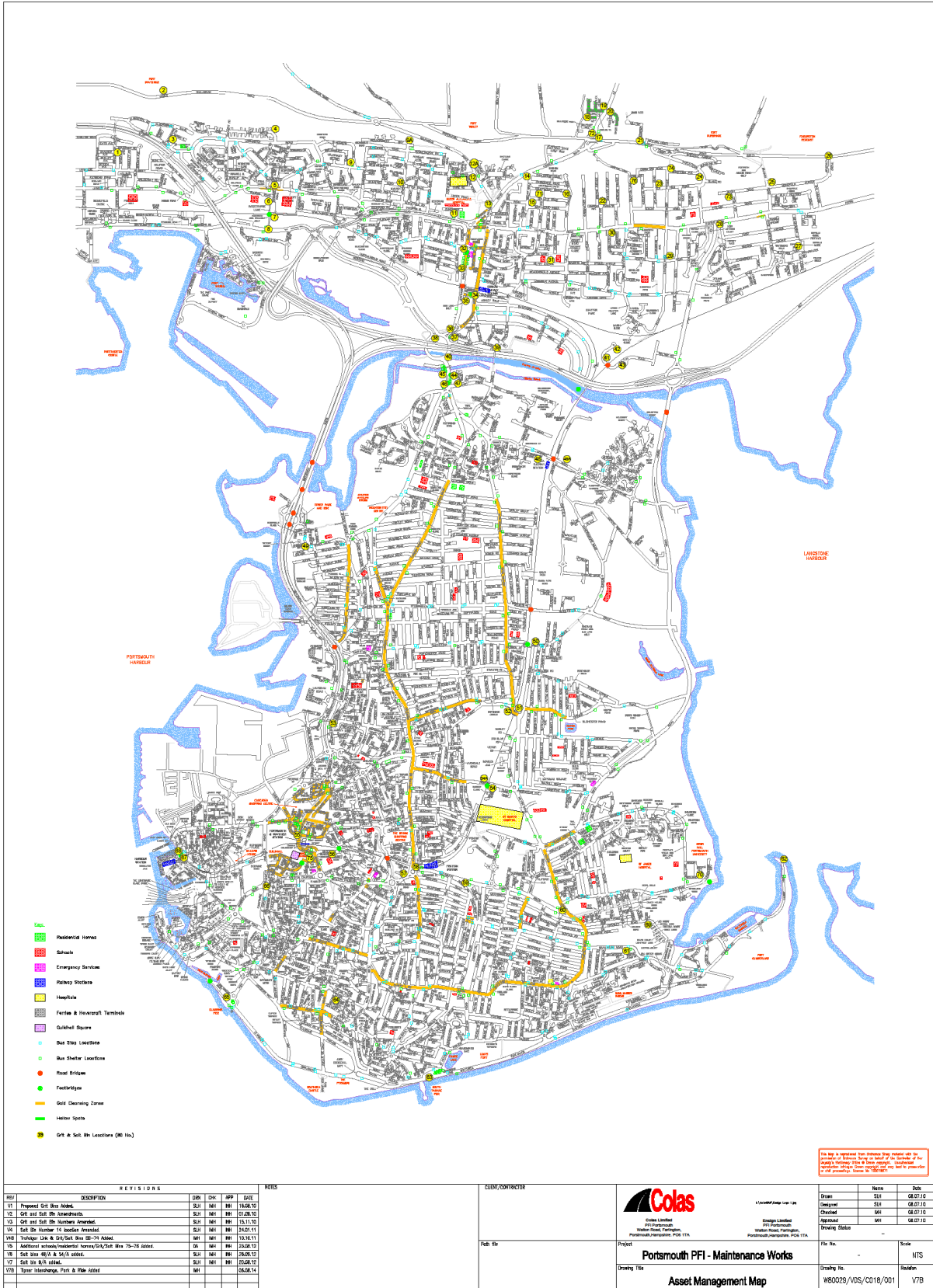
Where possible **and where prevailing weather and traffic conditions permit**, pre-salting should be timed for mid to late evening, starting between 1900 and 2000 hrs. Where there is a risk of any loss of de-icing effect the run should be timed for a later start.

Additionally, unless weather prevailing conditions dictate otherwise runs during the peak traffic periods should generally be avoided (0730 to 0930 and 1600 to 1830).

During periods of continuous shift working the runs can be timed to greatest operational effect as the workforce will not be required for other duties. However, the change of shift period should be avoided if at all possible.

# Appendix D

## Gold Zones, Bridges, Hollow Spots, Transport Hubs, Residential Homes, Hospitals, Emergency Services and Salt Bins locations



This map is prepared from various data sources and is provided as a reference only. It is not intended to be used for legal purposes. The user assumes all liability for any errors or omissions. The user agrees to hold the provider harmless for any and all claims, damages, losses, and expenses, including reasonable attorneys' fees, that may be asserted against the provider by any third party.

REVISIONS					REVISED		DATE		BY	
NO.	DESCRIPTION	DATE	BY	APP.	DATE	BY	APP.	DATE	BY	APP.
V1	Proposed GP Salt Bin Nodes	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V2	GP and Salt Bin Locations	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V3	GP and Salt Bin Numbers Amended	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V4	Salt Bin Number 15 Number Amended	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V5	Change Line & GP Salt Bin 75-78 Area	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V6	Additional schools/residential homes/GP Salt Bin 75-78 Area	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V7	Salt Bin 46/5 & 54/5 added	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V8	Salt Bin 5/5 added	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V9	Salt Bin 5/5 added	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM
V10	Traffic Interchange, Park & Ride added	01/11/10	SM	MM	15/02/10	SM	MM	15/02/10	SM	MM

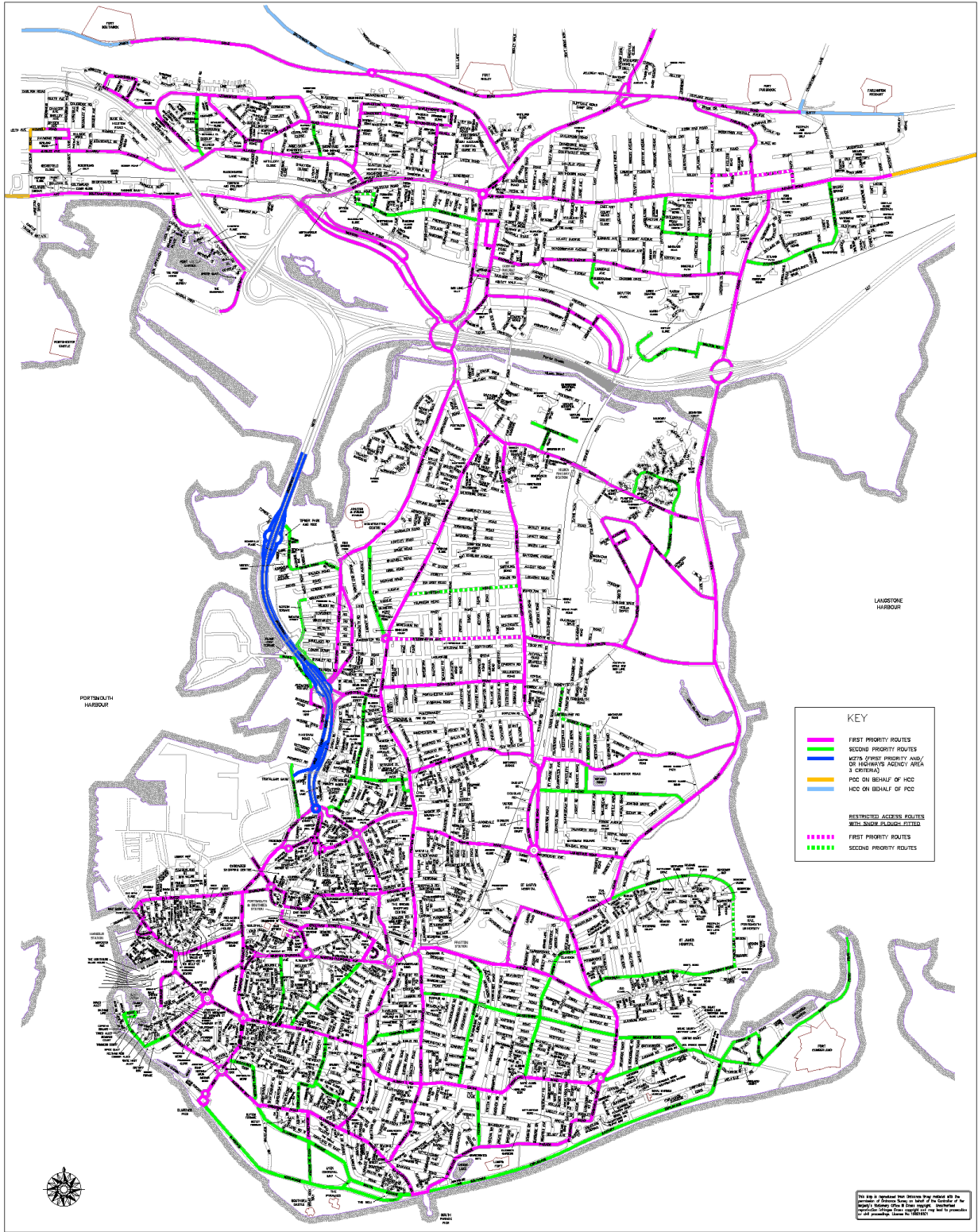
  

	 Colas Limited 111 Waterfront Waterfront, Portsmouth Portsmouth, Hampshire, PO6 1TA	11 Waterfront Lane, Ltd 111 Waterfront Waterfront, Portsmouth Portsmouth, Hampshire, PO6 1TA	Dates Drawn: 01/11/10 Checked: 01/11/10 Approved: 01/11/10 Drawing: 01/11/10
Project: <b>Portsmouth PFI - Maintenance Works</b> Drawing No: <b>Asset Management Map</b>	File No: <b>W80029/V05/CD18/001</b> Revision: <b>V7B</b>	Scale: <b>NTS</b>	



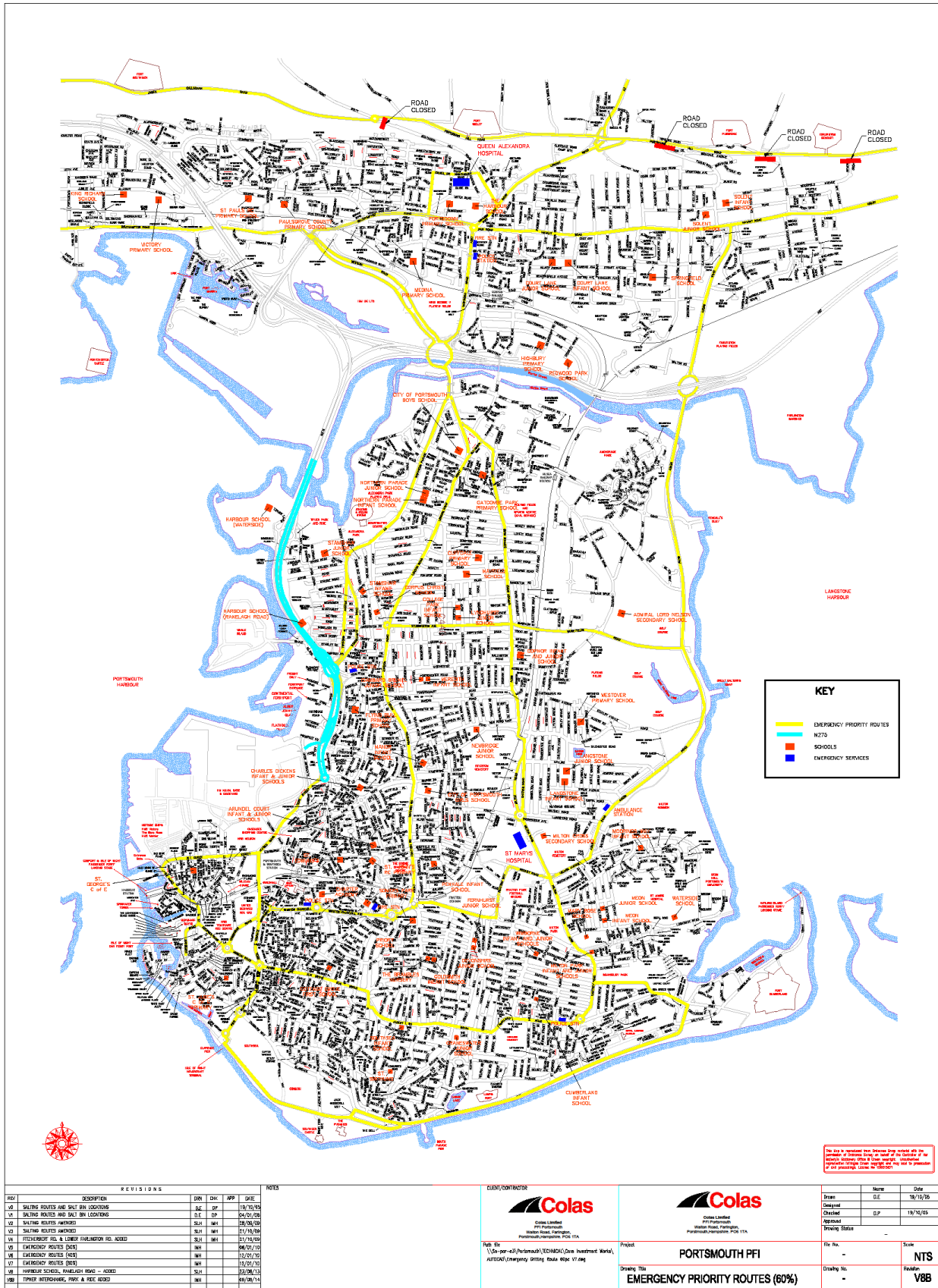
# Appendix D1

## Carriageway categories 1 and 2



REVISIONS					REVISIONS					CLIENT/COMPASS		Colas		Colas		Project		Title	
REV	DESCRIPTION	DRN	CHK	APP	DATE	REV	DESCRIPTION	DRN	CHK	APP	DATE	Client Name	Project Name	Rev. No.	Date	Rev. No.	Date	Rev. No.	Date
01	SALTING ROUTES AND SALT BIN LOCATIONS	SH	SH		24/07/2011	01	ARMYWAY ROAD, ALCHERINGE PASE ADDED, BANGOR SPUR REMOVED	SH	SH		12/10/11	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
02	SALTING ROUTES AMENDED	SH	SH		24/07/2011	02	ROSEYS ROAD (HURTS) ADDED	SH	SH		18/10/11	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
03	SALTING ROUTES AMENDED	SH	SH		21/10/2011	03	RESTRICTED ACCESS ROADS WITH SWING PLUGGED FITTED SIGN	SH	SH		21/10/11	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
04	PORTSMOUTH RD & LARKY FARMINGTON PAV ADDED	SH	SH		21/10/2011	04	RESTRICTED TO PEDESTALS, BUS STOP LINE & VANDON PD (W) ADDED	SH	SH		21/10/11	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
05	EMERGENCY ROUTES (S&D)	SH	SH		21/10/2011	05	AMENDED TO SET PCC/ACC SECTION & ADJUNCTION	SH	SH		21/10/11	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
06	EMERGENCY ROUTES (S&D)	SH	SH		22/01/2012	06	GENERAL UPDATES, BANGOR LINE S. ADDED, COMEVAL PATH REMOVED	SH	SH		28/08/12	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
07	EMERGENCY ROUTES (S&D)	SH	SH		22/01/2012	07	BRISTON STREET & SACTE WAY ADDED	SH	SH		28/08/12	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
08	SCHOOLS & RES. HOMES ADDED (TO VERSION V4)	SH	SH		25/01/2012	08	OTHER RETAIL/COMM. FROM & ROW ADDED	SH	SH		28/08/12	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
09	HURTYR RD. & LITTLE PA. (IN QA HOSPITAL GROUNDS) OMITTED	SH	SH		11/03/2012	09	NORTHBRIDGE ROAD & PROSELYTIN ROAD ADDED	SH	SH		13/07/12	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
10	WALLS CROSS & BANGOR SPUR ADDED TO FIRST PRIORITY ROUTE	SH	SH		14/01/2012	10	MONTEFELDO AVE. CYCLE & BUS LANE REMOVED, WINDHAM STREET ADDED	SH	SH		20/07/12	Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11
11	BEVALEIGH LINK ROAD, NEWTON ROAD, ADDED	SH	SH		23/02/12							Colas Limited	PORTSMOUTH PFI	1	18/10/11	1	18/10/11	1	18/10/11

# Appendix D2 Carriageway Emergency Network



## Appendix D3

### Carriageway salting routes details

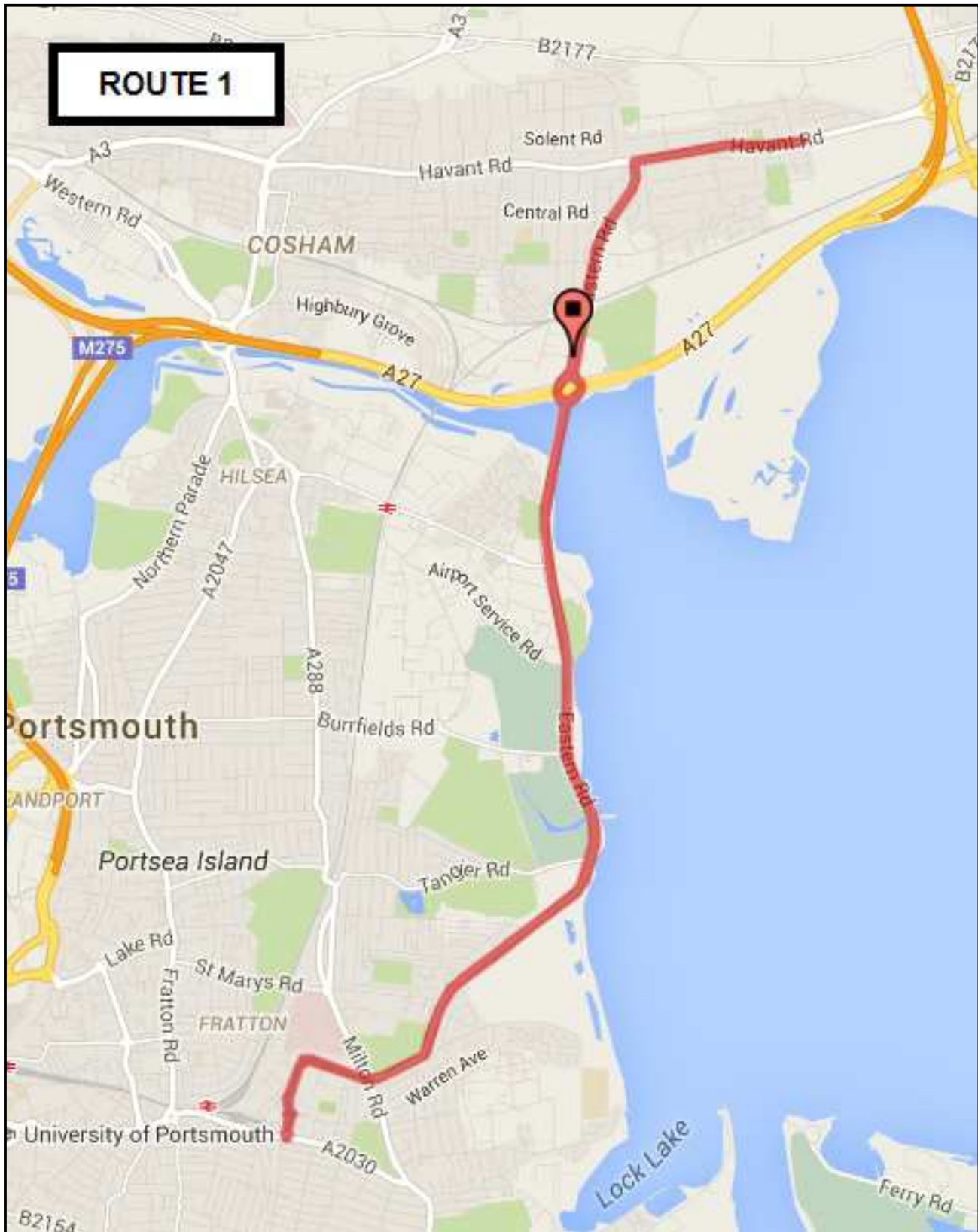
#### Summary of Priority 1 Salt Routes

Route No.	Route Area	Key Roads/Locations	Design Responsibility
1	Central	Eastern Road (from Walton Rd), Havant Road E (to boundary), Havant Road W, Eastern Road S, Velder Avenue, Rodney Road, Fratton Way (to Goldsmith Av RAB), Velder Avenue, Eastern Road N.	RM
2	North	Havant Road W (from Eastern Rd), Spur Road, Northern Road, London Road (Turn at Park Av), Portsdown Hill Rd W, James Callaghan Drive (up to Fort Southwick), Southwick Hill Road, Portsdown Hill Road E (turn at Crookhorn Lane) Farlington Avenue, Galt Road (to Eveleigh Road), Eveleigh Road (Galt Rd to Farlington Ave), Solent Road (to Portsdown Ave), Portsdown Avenue (Solent Rd to Havant Rd), Havant Road E (to Eastern Rd).	RM
3	North	Grove Road, Old Manor Way, Lonsdale Avenue, Knowsley Road, Cosham High Street (to Vectis Way), Vectis Way (to Wootton St), Wootton Street, Wayte Street (Wootton St to High St), Cosham High Street, Northern Road, Roebuck Close (and bus lanes), Portsmouth Road, Chatsworth Avenue, Highbury Grove (from Chatsworth Ave to Hawthorn Cres), Hawthorn Crescent (to Wembley Grove), Wembley Grove (Hawthorn Cres to Chatsworth Ave), Portsbridge RAB, Western Road, Northarbour Road, Southampton Road W, Port Way, East Street Portchester, Southampton Road E, Western Road S.	RM
4	North	Southampton Road E (from Western Rd), Allaway Avenue, Jubilee Avenue, Portsdown Road N, Newbolt Road, Connaught Lane, Rowland Road, Raymond Road, Jubilee Avenue, Allaway Avenue, Hillsley Road, Winterbourne Road, Almondsbury Road, Leominster Road, Ludlow Road, Hempstead Road, Elkstone Road, Washbrook Road, Harleston Road, Mablethorpe Road, Boston Road, Peterborough Road, Lowestoft Road, Sevenoaks Road, Cavell Drive, Southampton Road E, Southampton Road W (to Western Rd).	RM
5	Central	Anchorage Road W, Norway Road W, Copnor Road N, Old London Road, London Road N, Copnor Road S, Norway Road E, Copnor Road S, Burrfields Road E, Eastern Road N, Airport Service Road W, Anchorage Road E, Eastern Road S, Burrfields Road W, Dundas Lane N (up to Veolia Entrance), Quartremaine Road N, Alchorne Place, Airport Service Road W, Dundas Lane South (to Quartremaine Rd).	RM
6	Central	Burrfields Road W (from Dundas Lane), Copnor Road N, Old London Road, London Road N, Portsbridge Bus Lanes, London Road S, Kingston Crescent, Rudmore RAB, Wharf Road (to Ferry Gate), Twyford Avenue, Northern Parade N, London Road N, London Road S, Northern Parade S, Stamshaw Road, Kingston Crescent, London Road N (to Old London Rd)	RM
7	Central	Tangiers Road (from Eastern Rd), Baffins Road, Milton Road N, Copnor Road N, Stubbington Avenue, London Road S, Chichester Road, Kingston Road S, Fratton Road S, Fratton Bridge RAB, Fratton Road N, New Road, Baffins Road, St Marys Road (to Fratton Rd)	RM

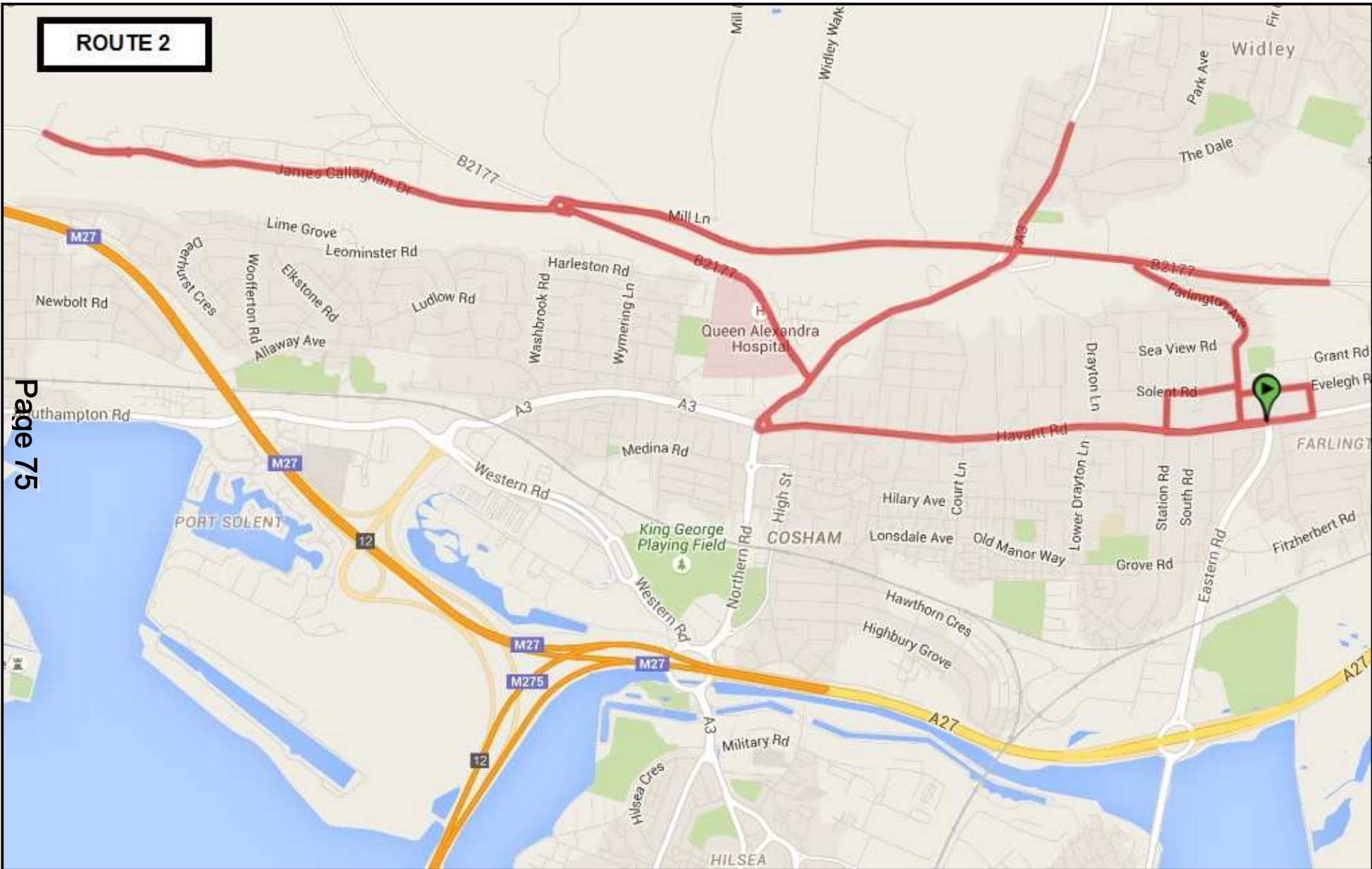
8	South	Langstone Road W (from Eastern Rd), Milton Road S, Eastney Road S, Highland Road W, Albert Road W, Elm Grove W, Kings Road W, Landport Terrace N, Hampshire Terrace N, Lord Montgomery Way N, St Michaels Road N, King Richard 1 <sup>st</sup> Street E, Winston Churchill Avenue E, Victoria Road North, Goldsmith Avenue E, Milton Road N (to Langstone Rd)	<b>RM</b>
9	South	Mile End Road S, Church Street, Holbrook Road S, Holbrook Road N, Lake Road E, Fratton Road S, Arundel Street E, Holbrook Road N, Lake Road W, Bus Route Area, Unicorn Road, Edinburgh Road W, Alfred Road, Market Way, Hope Street, Commercial Road N Mile End N.	<b>RM</b>
10	South	Arundel Street W (from Fratton Rd), Station Street W, Commercial Road S, Isambard Brunel Road, Alec Rose Lane (to Charles Dickens St), Charles Dickens Street (rear of Civic Offices), Greetham Street, Raglan Street, Froddington Road (to rear of fire station), Somers Road, Winston Churchill Avenue E, Winston Churchill Avenue W, Lord Montgomery Way, St Michaels Road, King Richard 1 <sup>st</sup> Street, Winston Churchill Avenue E, Isambard Brunel Road N, Stanhope Road, Edinburgh Road, Bishop Caspian Way E (to Queen Street).	<b>RM</b>
11	South	Cromwell Road (from RAB), St Georges Road, Eastern Parade, St Helens Parade, South Parade, Clarendon Road (to Circle), Victoria Road South, Victoria Road North, Fawcett Road, Lawrence Road, Waverley Road, Clarendon Road, Osborne Road, Duisburg Way (to RAB)	<b>RM</b>
12	South	Pier Road S, Pier Road N, Jubilee Terrace, Bellevue Terrace, Kings Terrace, Museum Road W, High Street, Pembroke Road, St Georges Road, Gunwharf Road, St Georges Road, The Hard, (Station Approach – Queen St, One Way), Queen St (The Hard – Wickham St, One Way), Wickham St (Queen St – Clock St, One Way), Clock St (turning left onto The Hard) and Station Approach including all bus lanes), Queen Street, Alfred Road, Market Way N, Market Way S, Alfred Road, Anglesea Road, King Richard 1st Street, Lord Montgomery Way, St Michaels Road N, Anglesea Road N. Queen Street S, The Hard E, Park Road.	<b>RM</b>

## Summary of Priority 2 Salt Routes

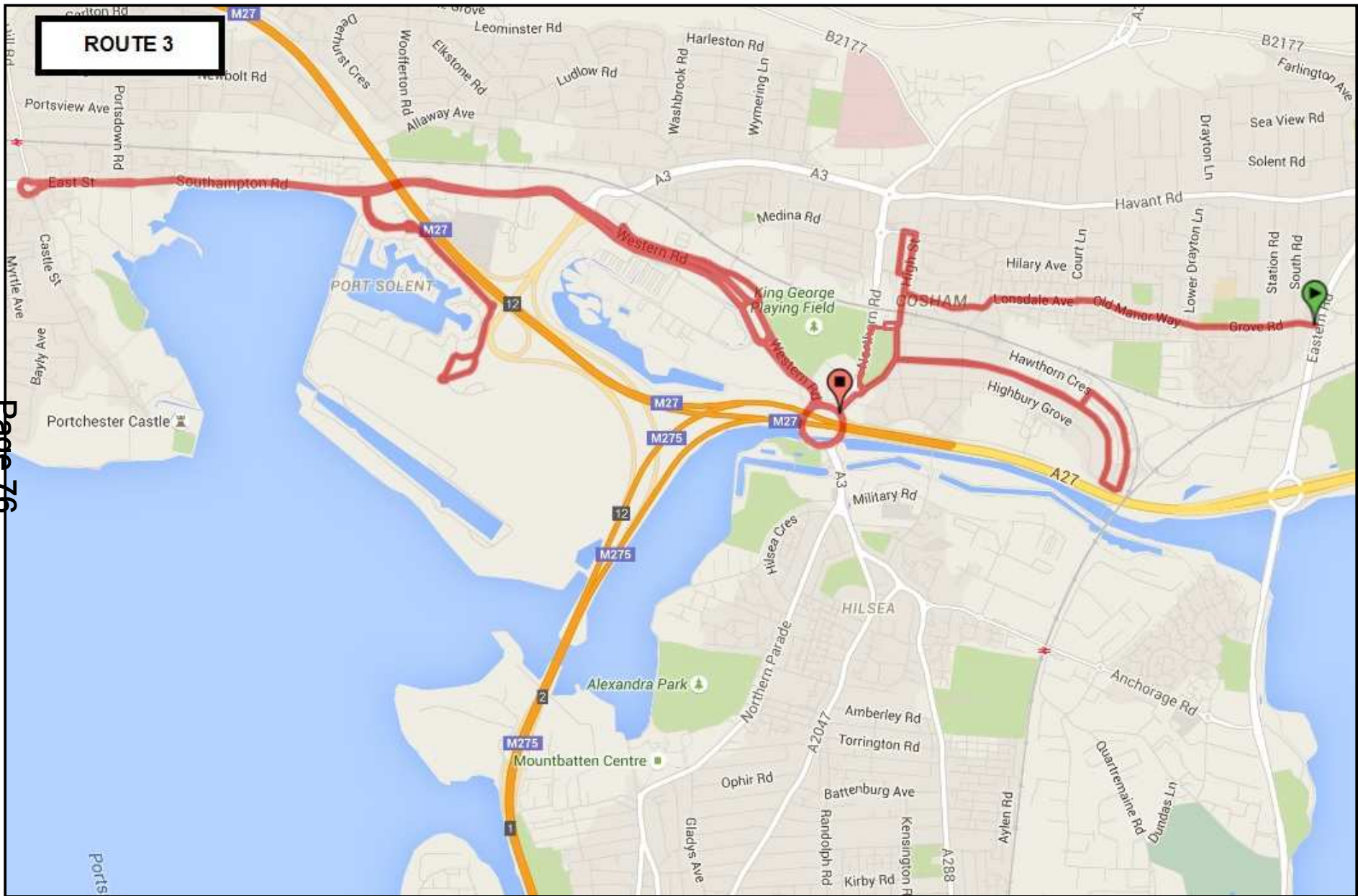
<b>Route No.</b>	<b>Route Area</b>	<b>Key Roads/Locations</b>	<b>Design Responsibility</b>
13	North	Walton Road, Station Road, Central Road, Lower Drayton Lane, Court Lane	<b>RM</b>
14	North	Medina Road (Northern to Parr), Parr Road (Medina to Bell), Bell Road (Parr to Winterhill), Winterhill Road (Bell to Medina).	<b>RM</b>
15	North	Credenhill Road (Allaway to Ludlow), Woofferton Road	<b>RM</b>
16	North	Sywell Crescent, Robinson Way, Moneyfields Avenue Bus Lane, Moneyfields Avenue, Martin Road, Eastbourne Road, Cobden Avenue, Idsworth Road, Neville Road, Hayling Avenue	<b>RM</b>
17	South	Moorings Way, Furze Lane, Locksway Road, Priory Crescent	<b>RM</b>
18	Central	Gladys Avenue, Gunstore Road, Limberline Road, Mayfield Road	<b>RM</b>
19	Central	Tipner Lane, Range Green, Tipner Road, Walker Road	<b>RM</b>
20	South	Gamble Road, Malins Road, Sultan Road, Nelson Road, Wingfield Street (from Nelson Road to Church St)	<b>RM</b>
21	Central	Flathouse Road, Prospect Road, Whale Island Way	<b>RM</b>
22	South	Winter Road, Festing Road, Francis Avenue, Jessie Road, Devonshire Square, Devonshire Avenue	<b>RM</b>
23	South	Bransbury Road, Ferry Road, Lumsden Road, Fort Cumberland Road, Henderson Road, Eastney Esplanade, Southsea Esplanade	<b>RM</b>
24	Central	Somers Road South, Cottage Grove, Green Road, Norfolk Street, Eldon Street, Middle Street, High Street Old Portsmouth, Broad Street, Seagers Court, Trimmers Court, East Street	<b>RM</b>
25	South	Outram Road (Elm Grove to Campbell Rd), Campbell Road, Grove Road South, Marmion Road, Kent Road, Portland Road, Avenue De Caen, Clarence Esplanade W, Southsea Terrace, Western Parade, Clarence Parade, Clarence Esplanade E.	<b>RM</b>



**ROUTE 2**



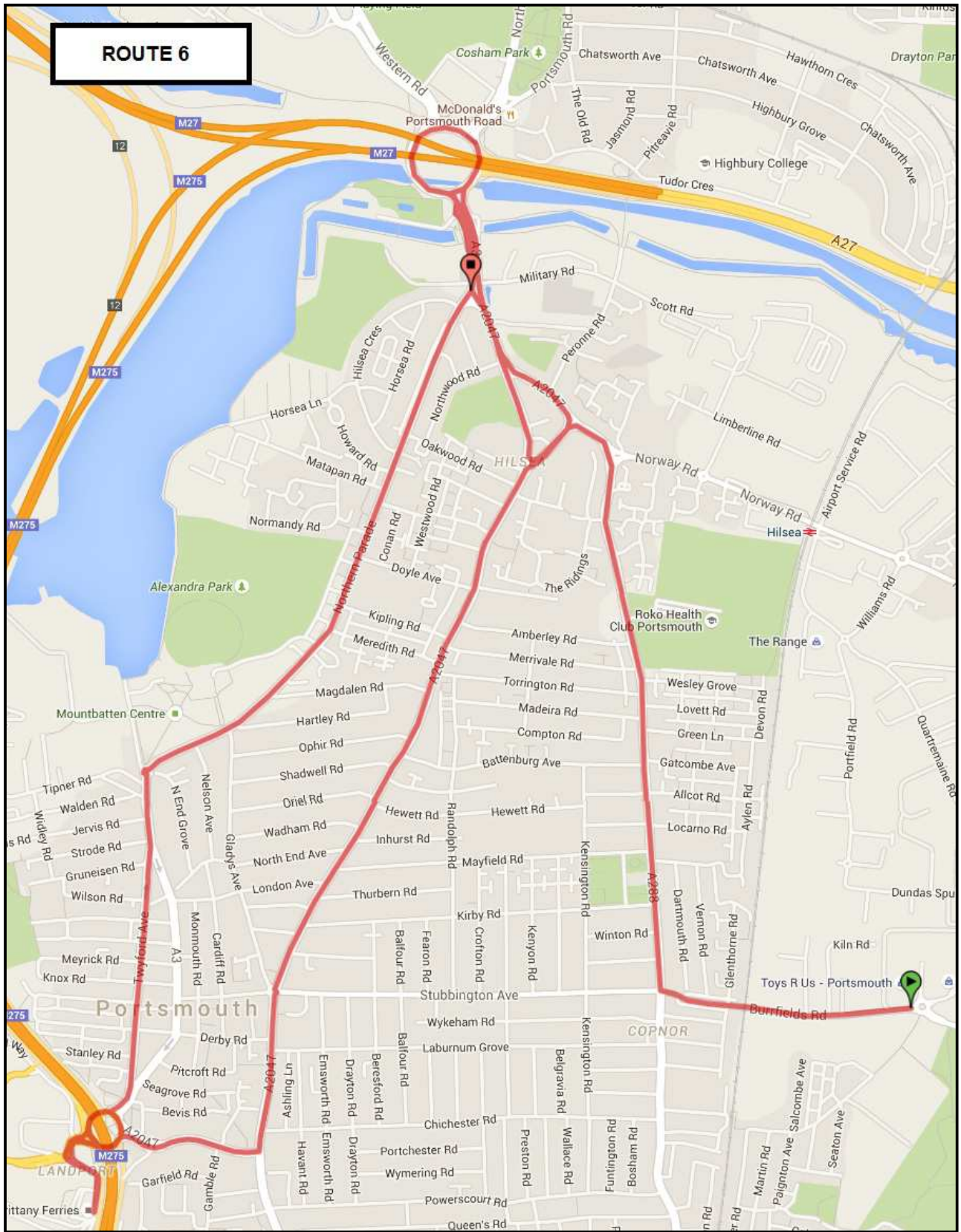
**ROUTE 3**

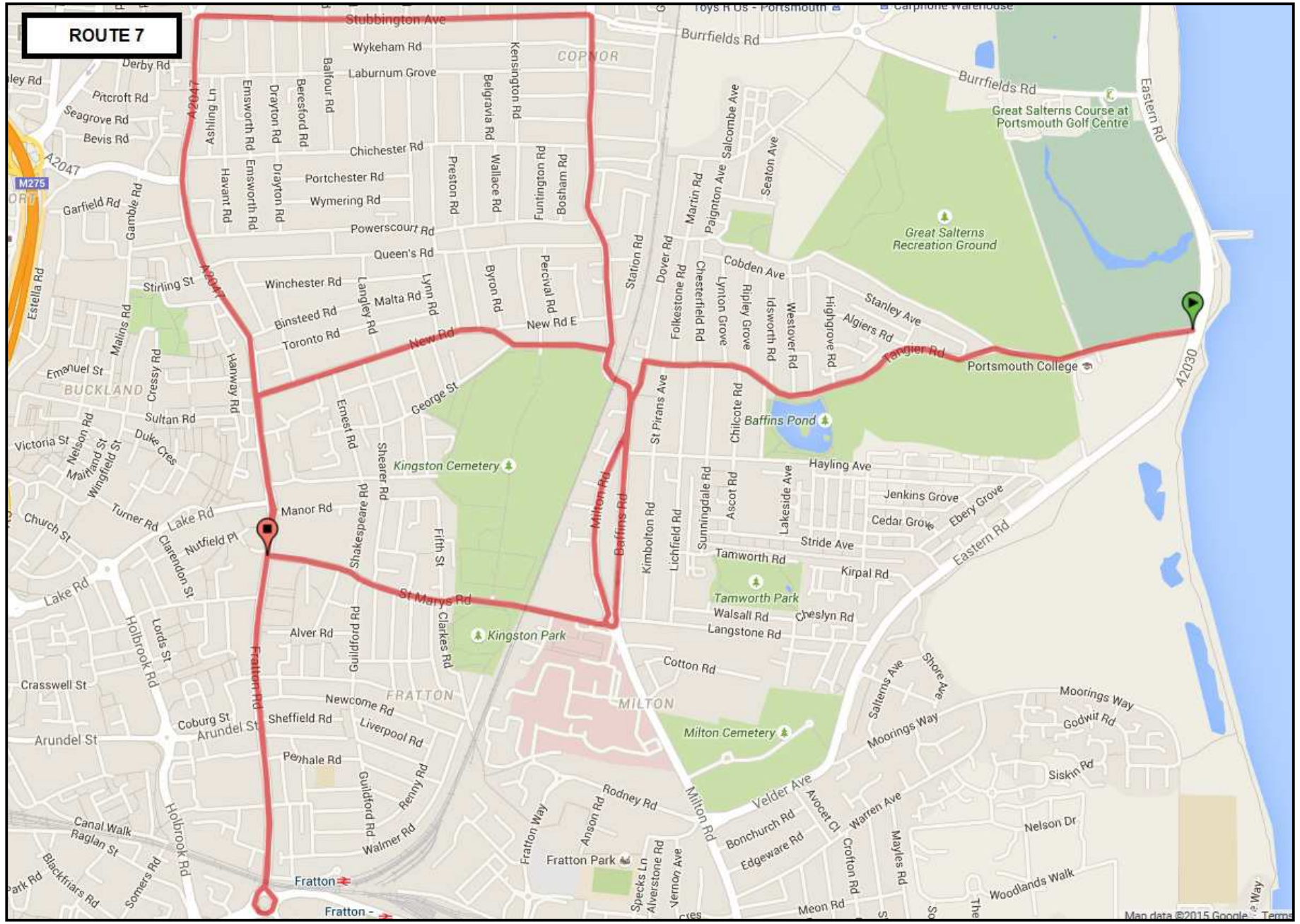




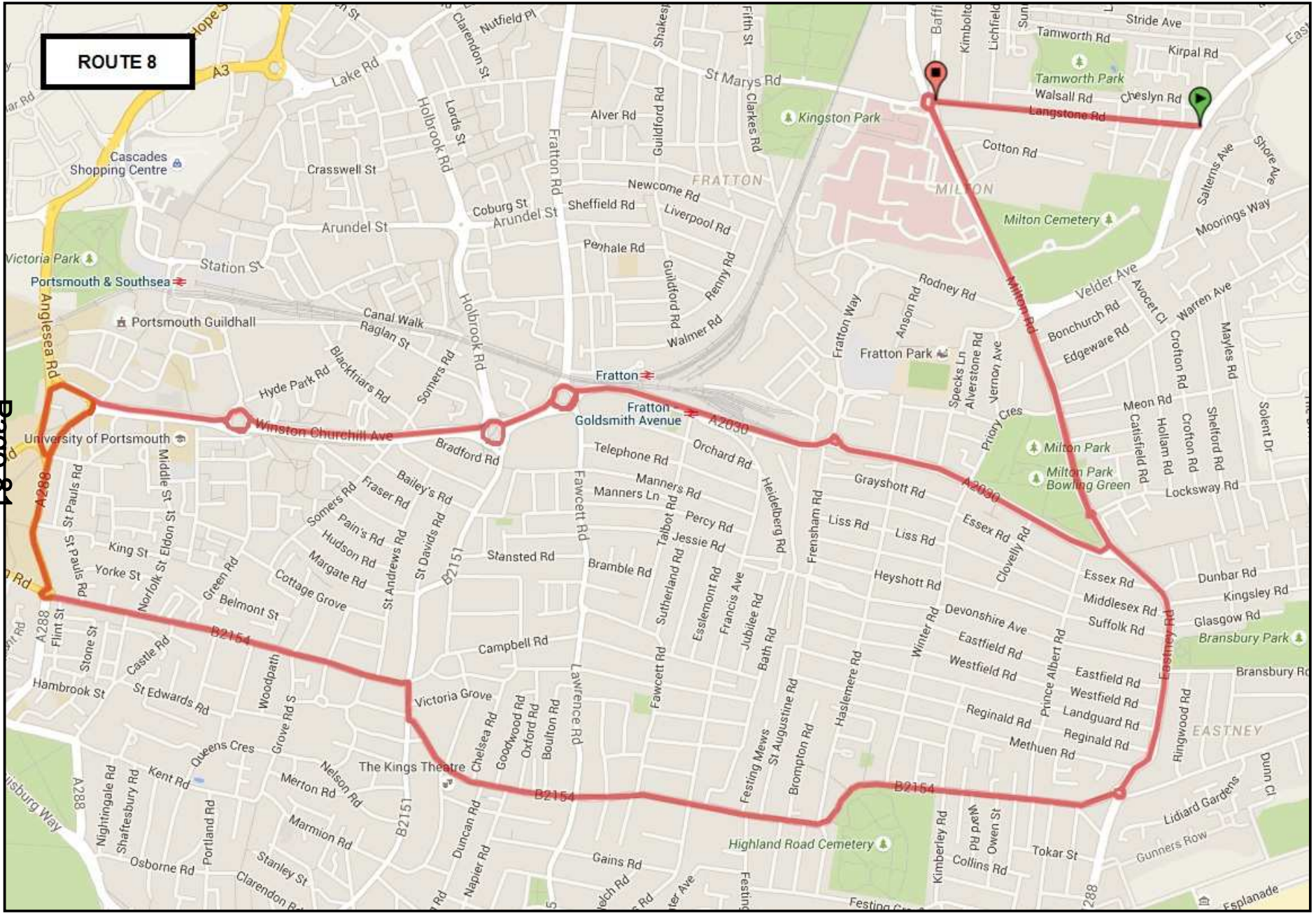


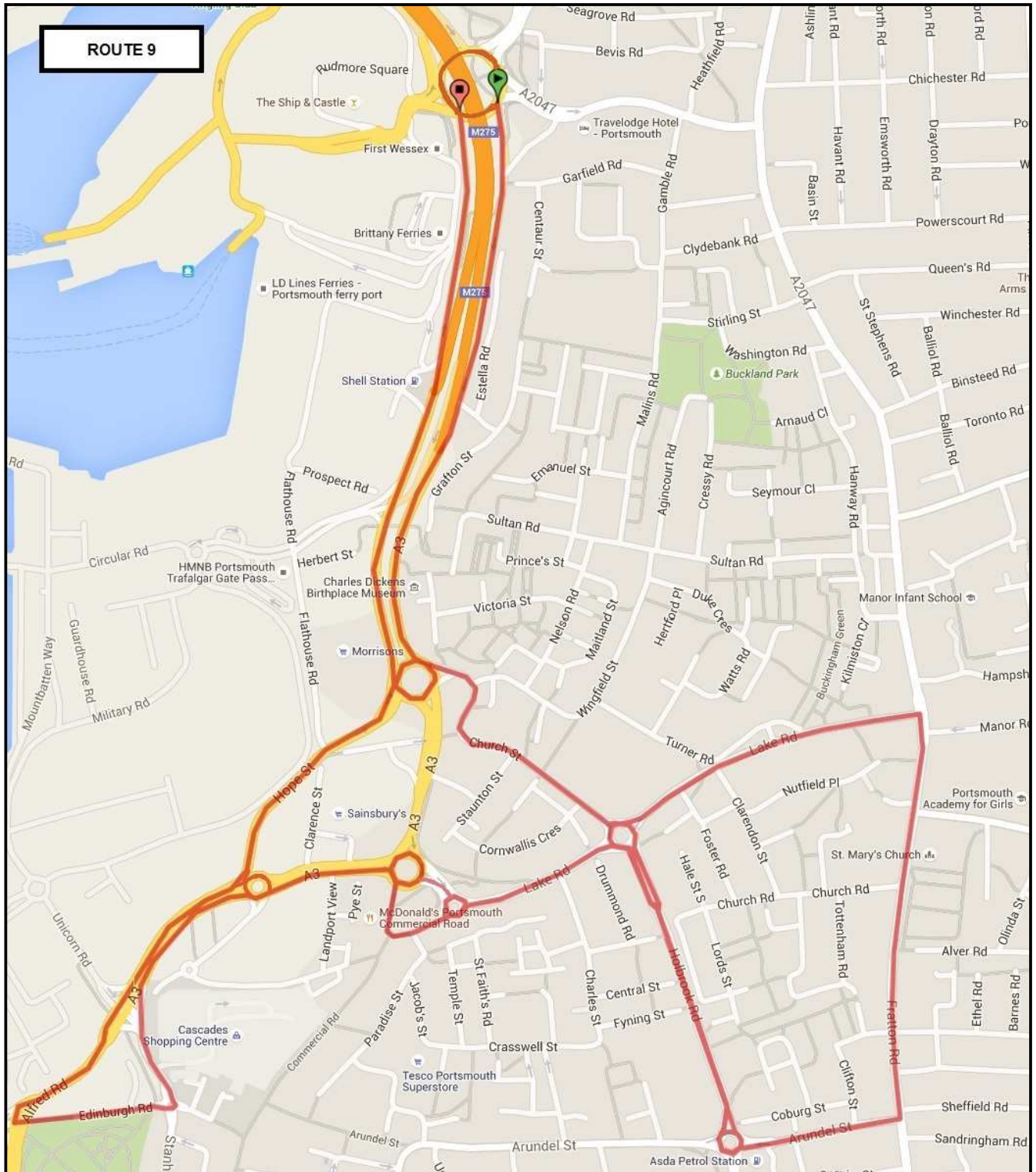






**ROUTE 8**





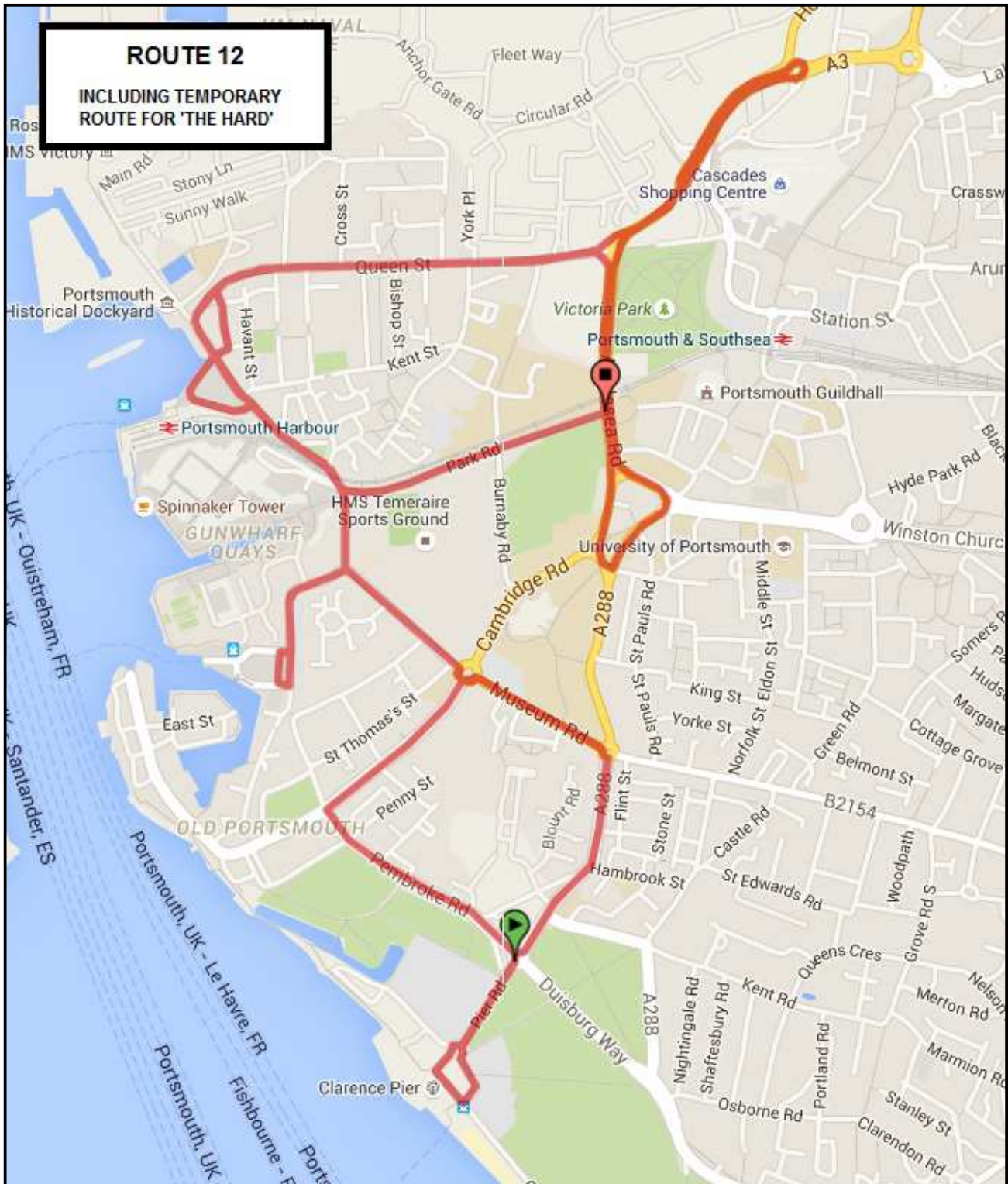
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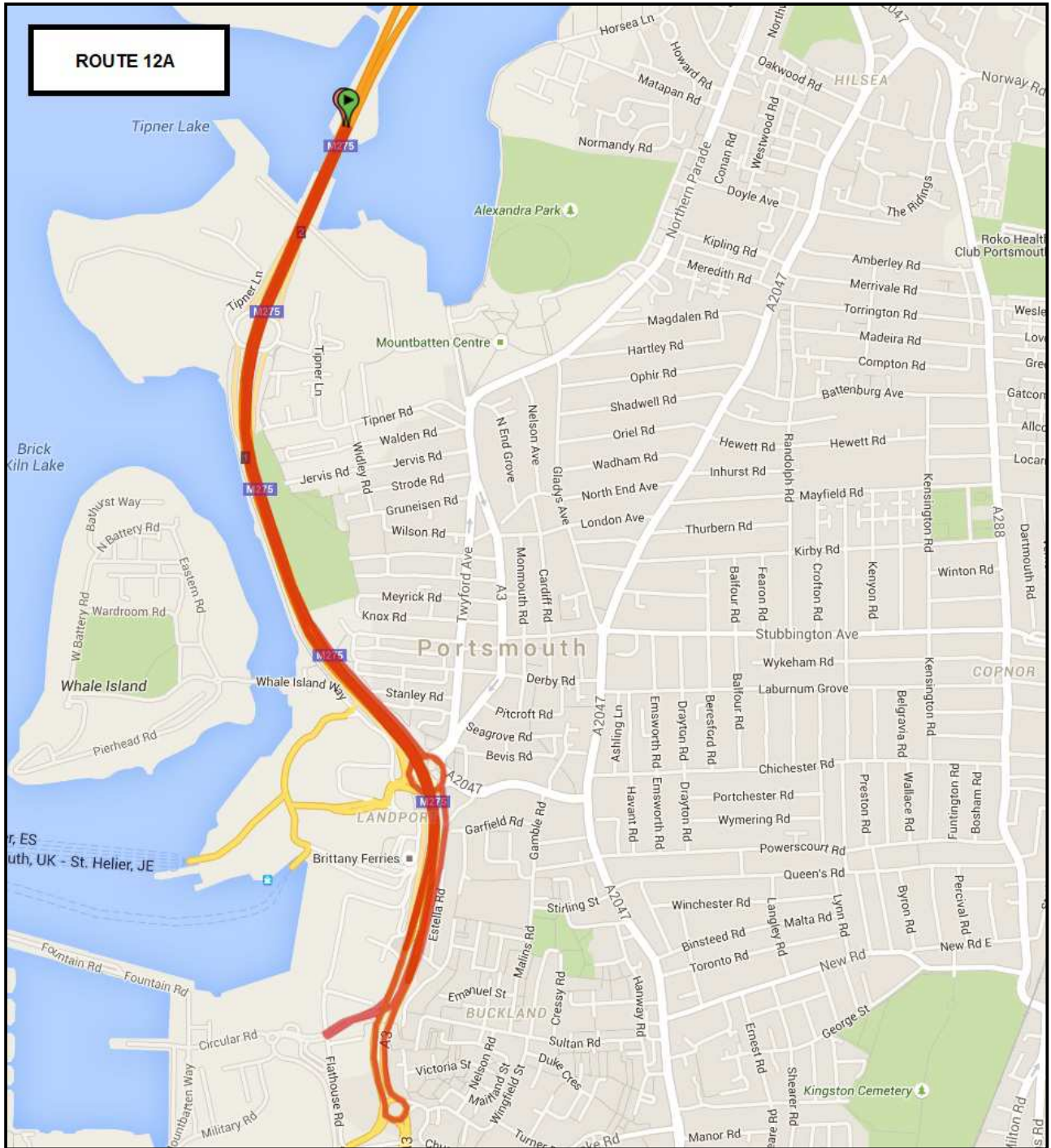


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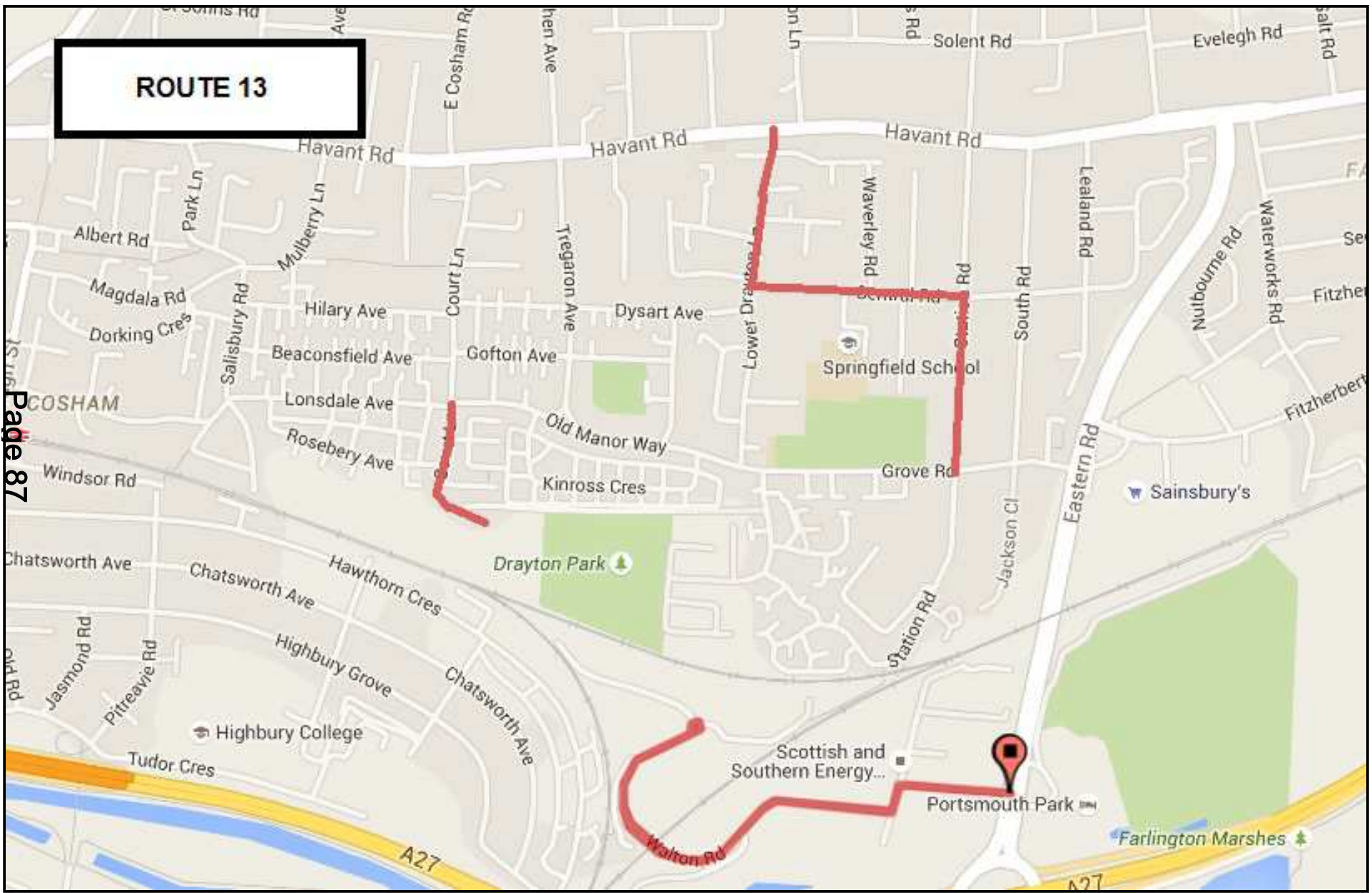




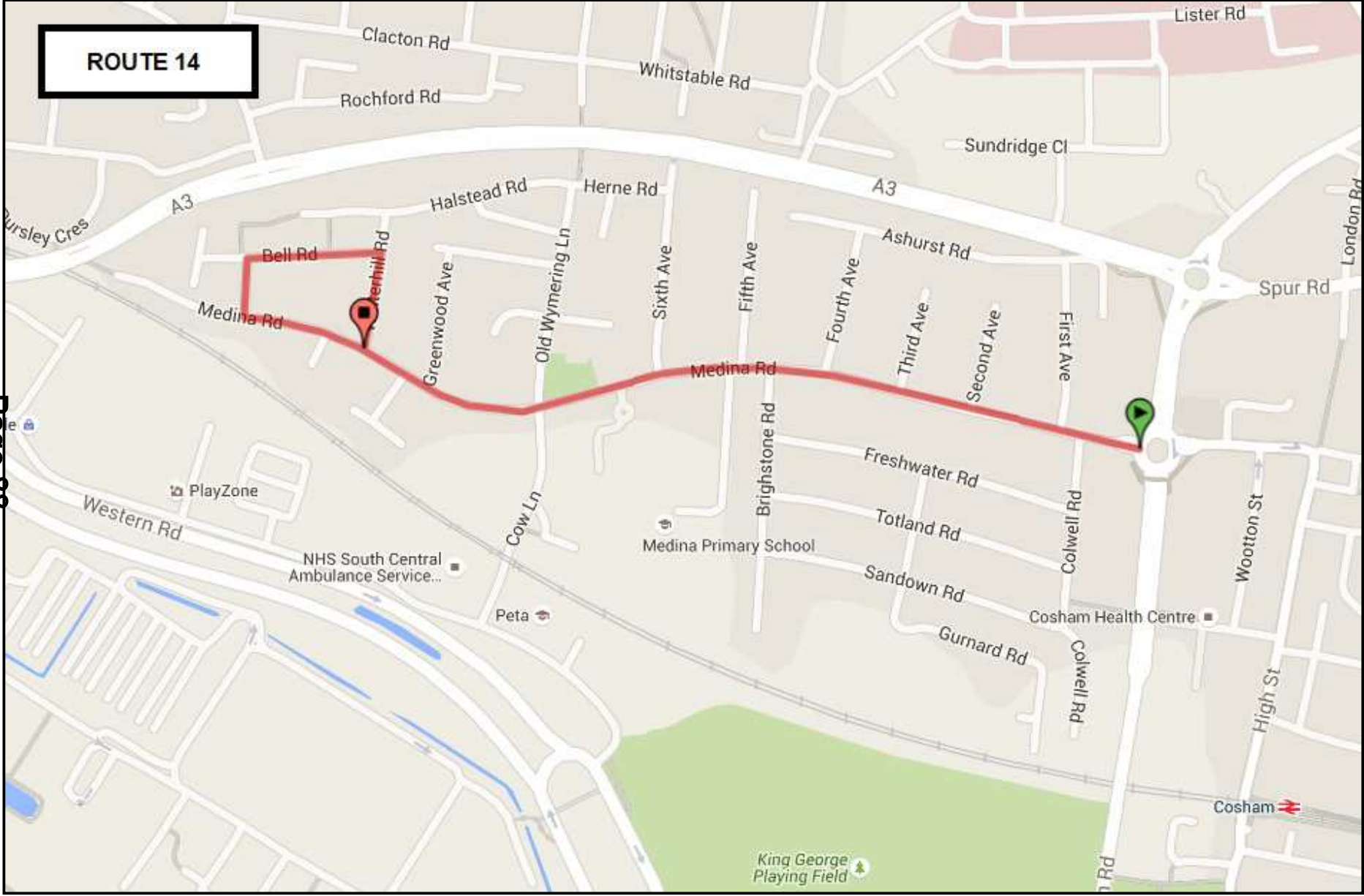




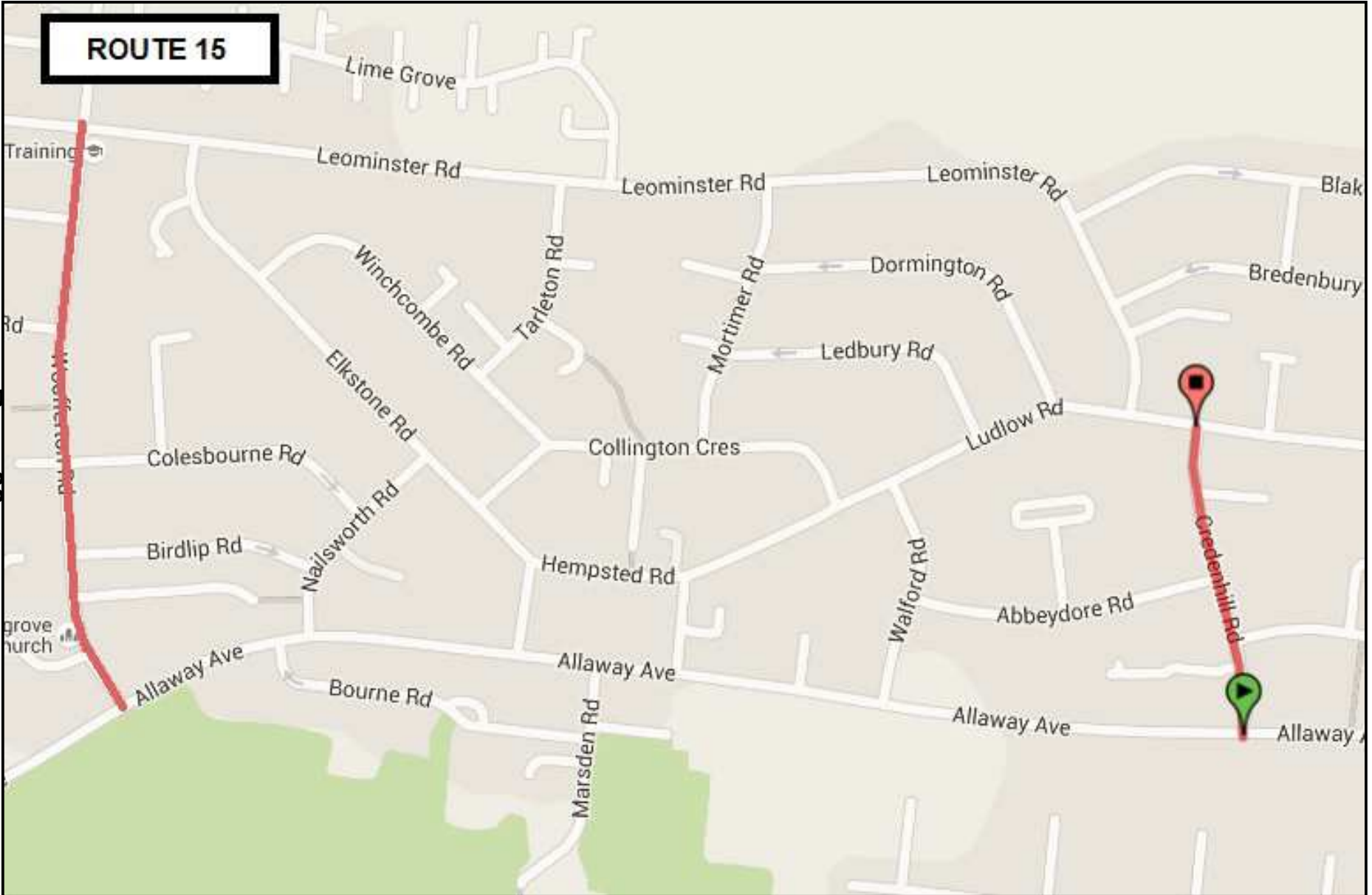
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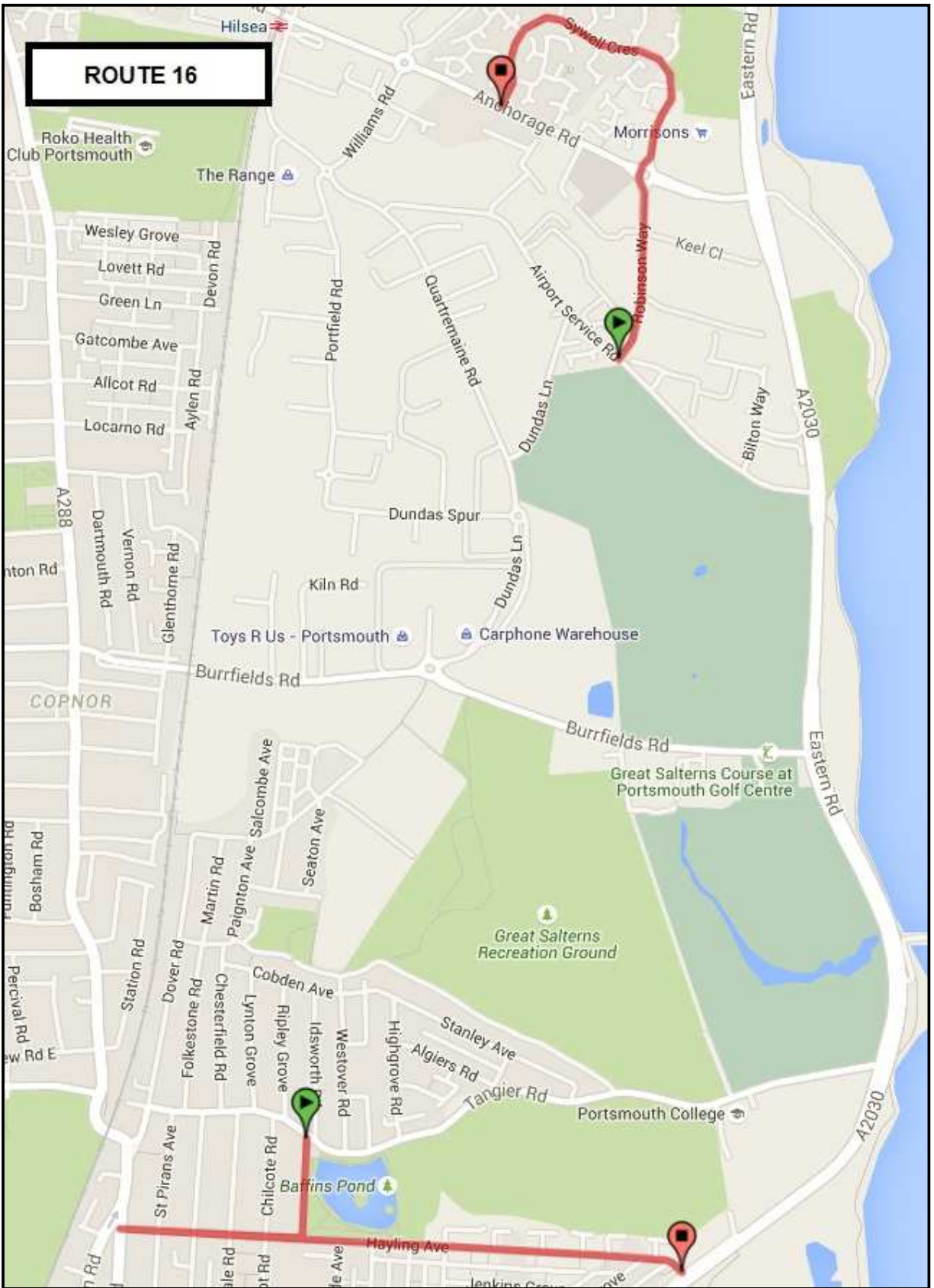


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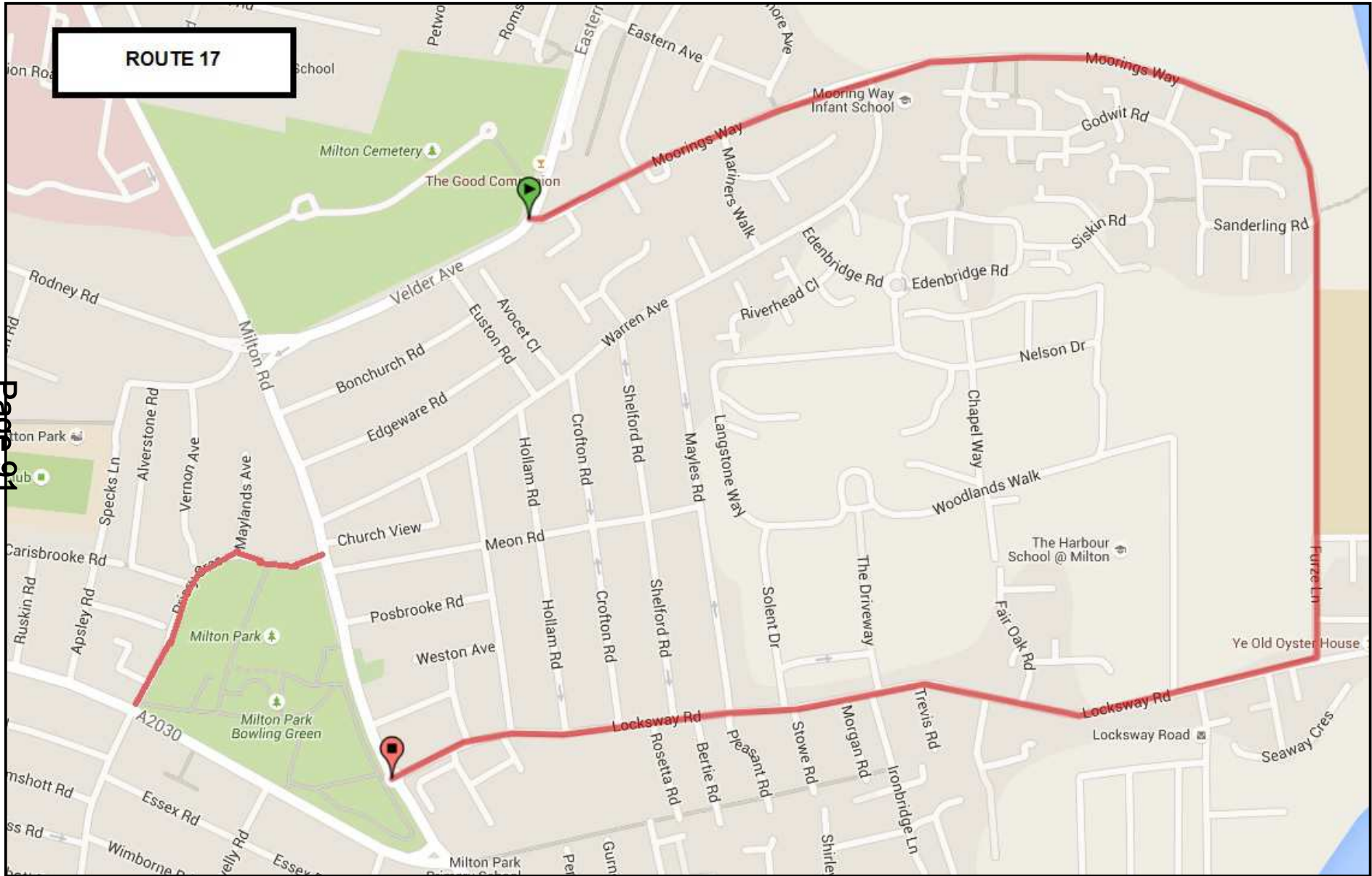


**ROUTE 15**





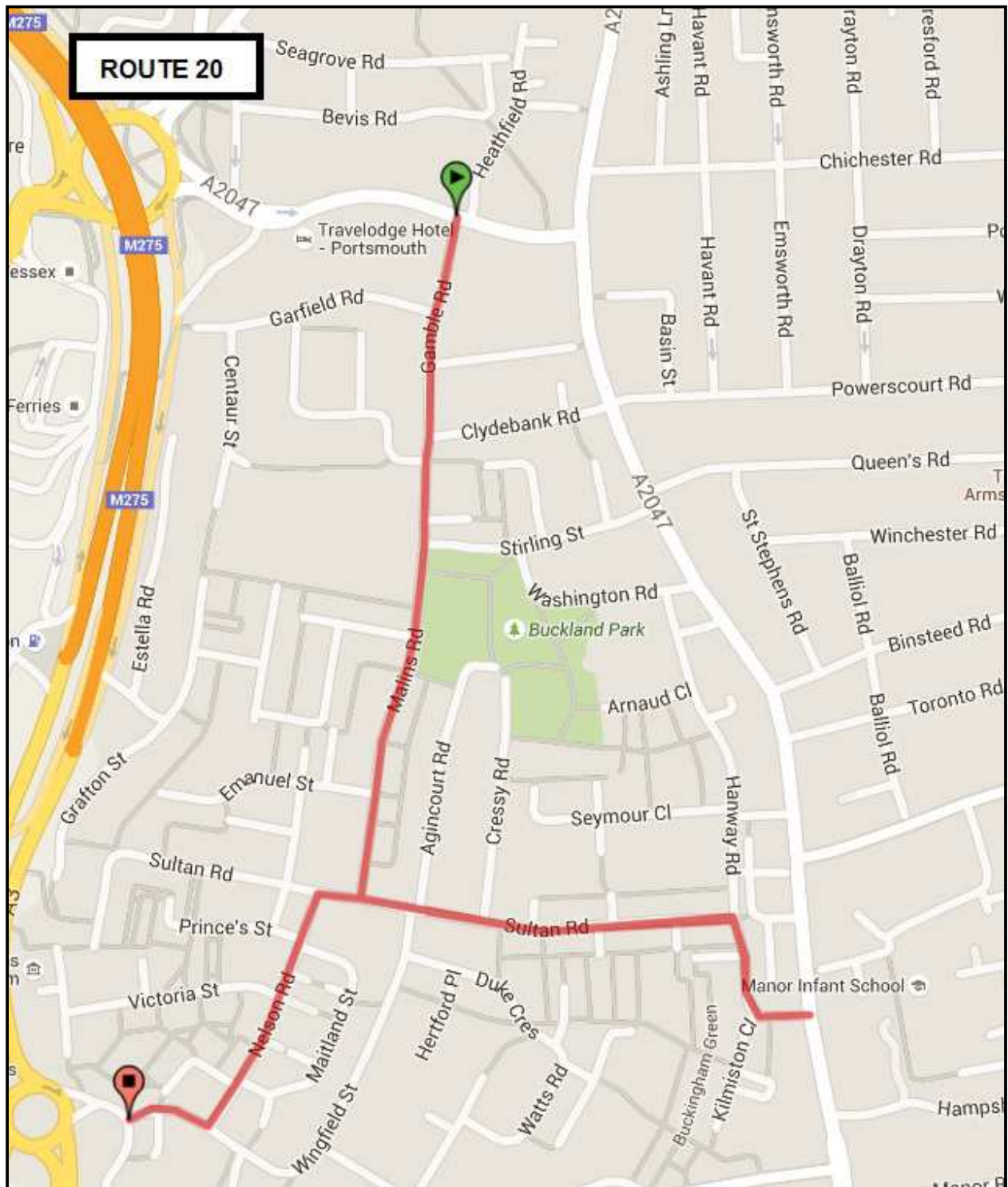
**ROUTE 17**

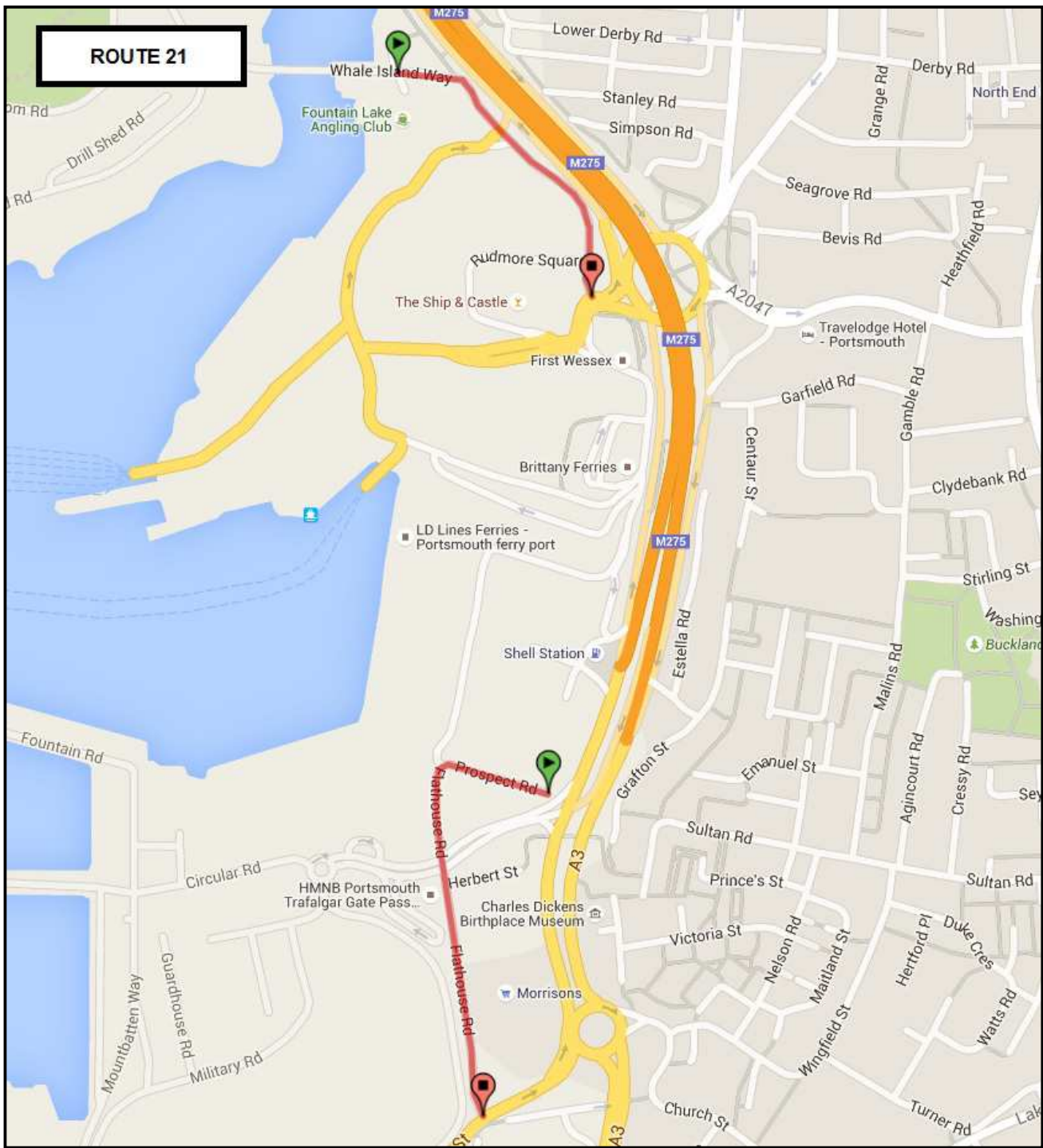




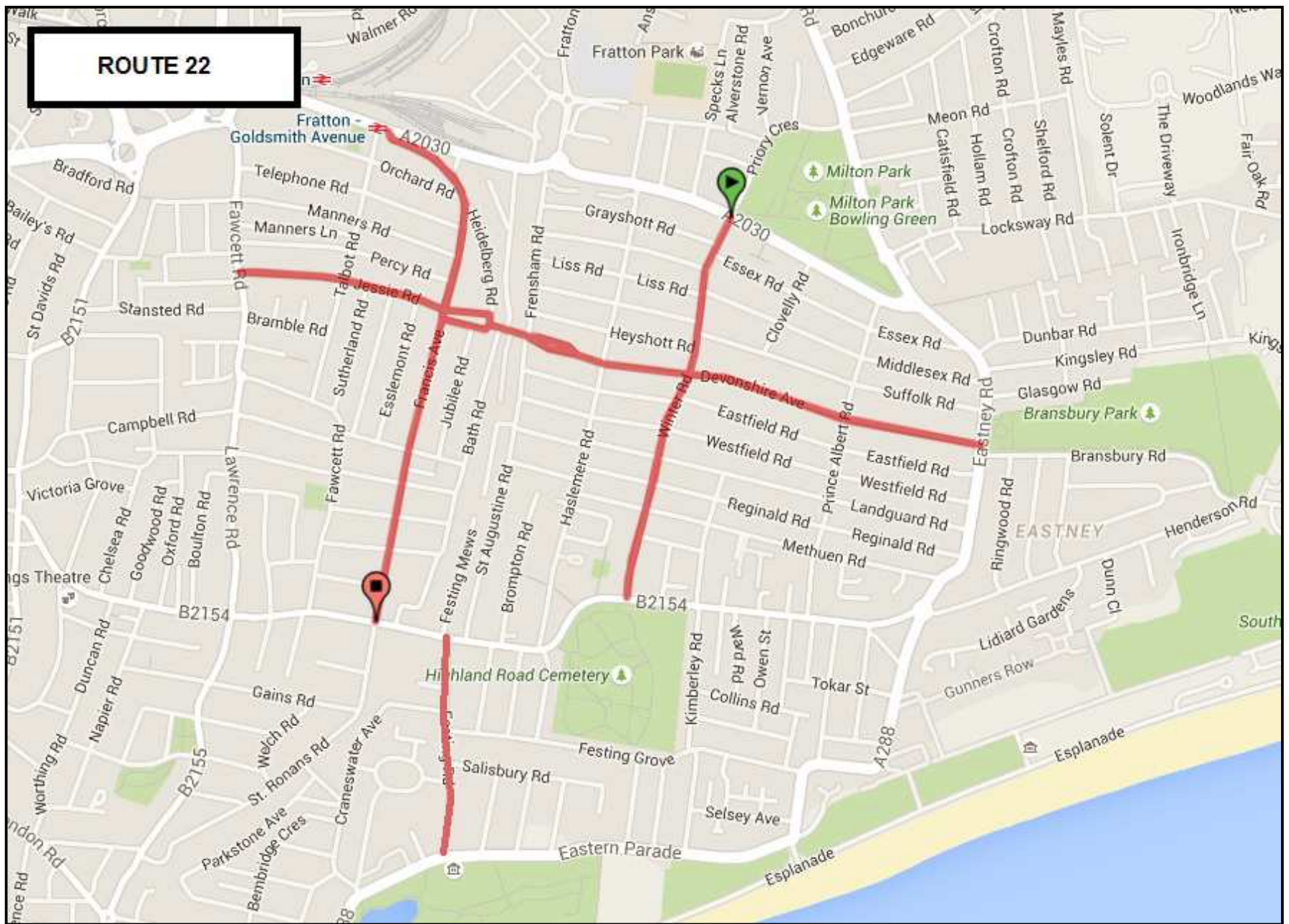


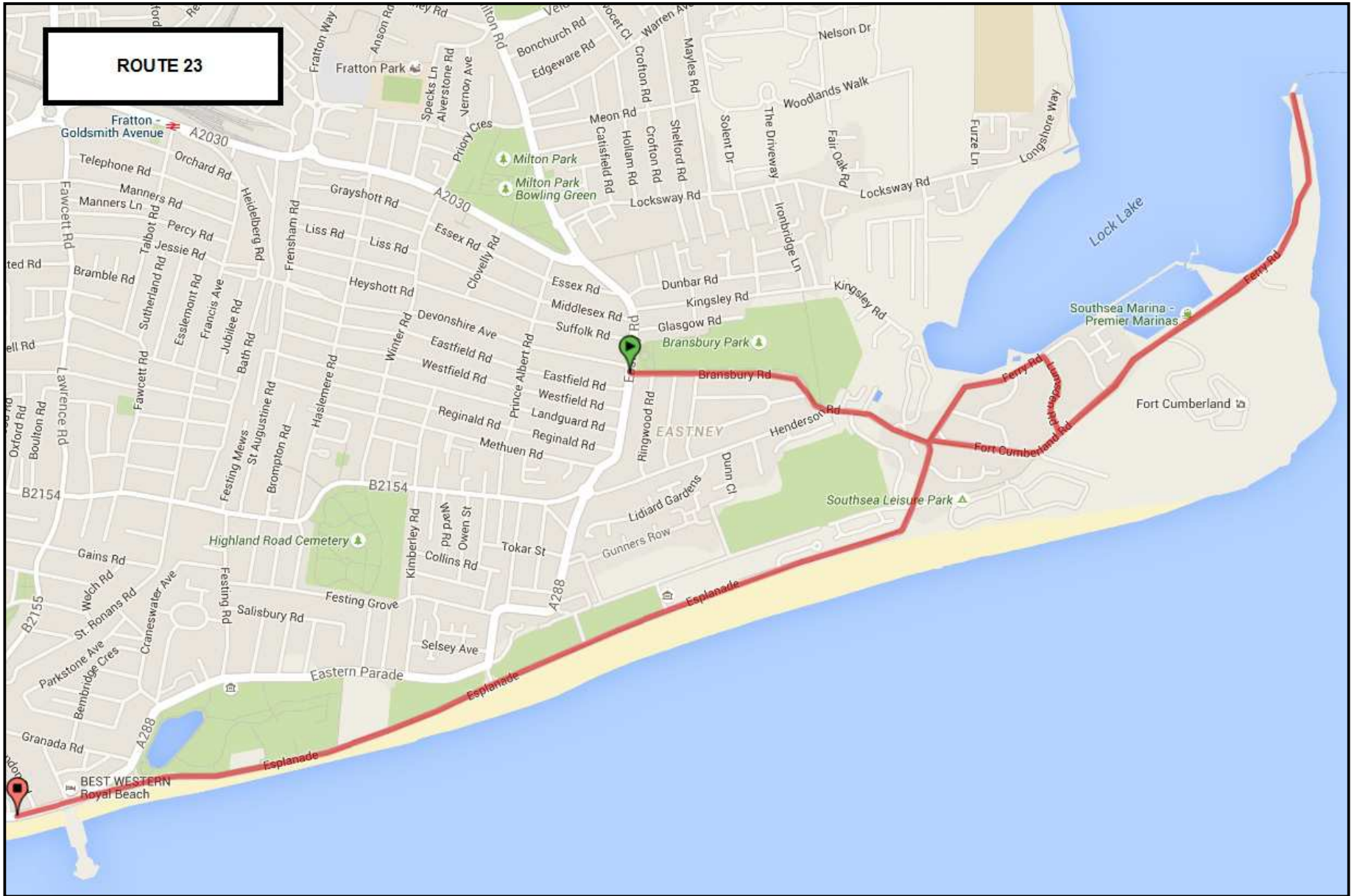




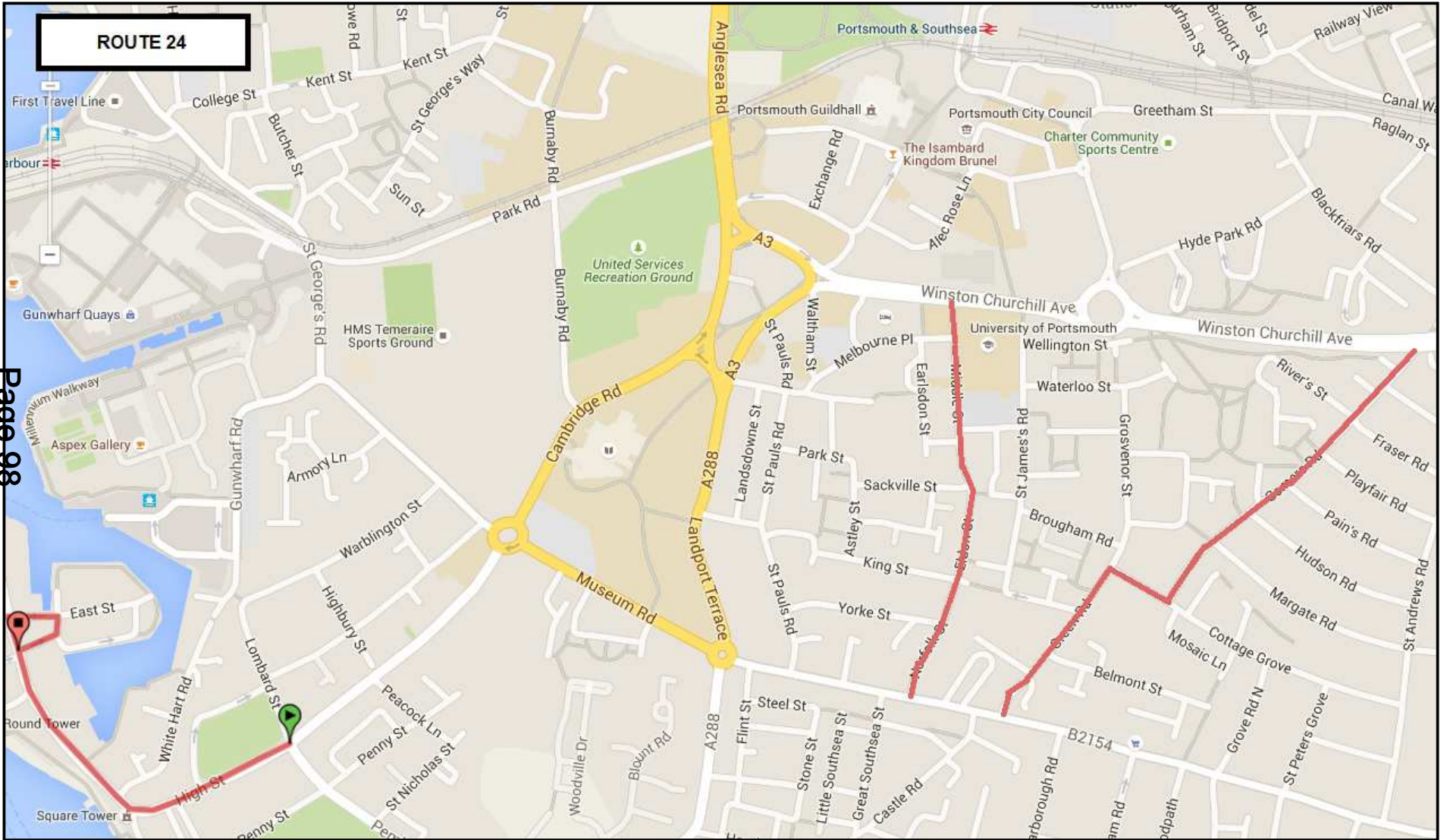


**ROUTE 22**





**ROUTE 24**





## Appendix D4 Salt/Grit Bin Locations

Bin No	Location
1	Coleridge Road junction Wordsworth Avenue
2	Fort Southwick junction James Callaghan Drive
3	Tintern Close junction Winterbourne Road
4	Lime Grove opposite No 3
5	Allaway Avenue adjacent lamp column 33
6	Racecourse Lane opposite Community Centre
7	Racecourse Lane adjacent lamp column 4
8	Southampton Road adjacent lamp column 72
9	Ludlow Road junction Blakemere Crescent
9A	Meadowsweet Way junction Wymering Lane
10	Wymering Lane junction Hythe Road
11	Sundridge Close adjacent lamp column 3
12	Southwick Hill Road junction QA Hospital Emergency Access
12A	Southwick Hill Road junction QA Hospital Main Entrance
13	London Road junction Southwick Hill Road
14	London Road junction Chalkridge Road
15	Widley Path near Widley Road
16	East Cosham Road junction Courtmount Grove
17	London Road near lamp column 48
18	Dell Close adjacent garages opposite No 2
19	Oakhurst Gardens junction A3
20	Christchurch Road junction A3
21	Hilltop Crescent junction Portsdown Hill Road
22	Penrhyn Avenue junction Penarth Avenue
23	Uplands Road junction Seaview Road
24	Farlington Avenue junction Blake Road
25	Gillman Road junction Woodfield Avenue
26	Beverley Grove junction Portsdown Hill Road
27	Second Avenue side of No 144
28	Havant Road junction Waterworks Road
29	Central Road junction Station Road
30	Havant Road outside 174
31	Hilary Avenue opposite 34
32	Medina Road junction Northern Road
33	Northern Road outside Royal Mail (South of Bus Shelters)
34	Northern Road Bus Terminal access
35	Portsmouth Road Bus Terminal access
36	Northern Road northbound approach Portsbridge RAB
37	Northern Road southbound approach Portsbridge RAB
38	Western Road junction Portsbridge RAB
39	Tudor Crescent opposite No 35
40	London Road (the old water bridge)
41	Walton Road (on bridge)
42	Walton Road adjacent lamp column 30
43	Walton Road junction access road to Colas Depot
44	London Road opposite Hilsea Lido adjacent lamp column 126
45	London Road south of footbridge Hilsea Lido
46	London Road junction metal footbridge (Grit Only)
47	Military Road junction London Road (Grit Only)
48	Norway Road approach bridge East
48A	Norway Road approach bridge West
49	Tipner Lane junction Tipner Road
50	Moneyfields Avenue side of 199 Dover Road adjacent lamp column 2



<b>Bin No</b>	<b>Location</b>
51	Copnor Bridge junction Tangiers Road
52	New Road opposite No 313
53	Sultan Road adjacent underpass
54	St Marys Road adjacent bridge East
54A	St Marys Road adjacent bridge West
55	Stanhope Road junction Commercial Road
56	Greetham Street adjacent Jacobs Ladder
57	Northumberland Road on island adjacent to Nameplate
58	Fratton Road southbound near Selbourne Terrace
59	Goldsmith Avenue junction Francis Avenue
60	Goldsmith Avenue junction Milton Road
61	Bransbury Road adjacent lamp column 12
62	Ferry Road west of lamp column 55
63	Southsea Esplanade junction St Helens Parade
64	Richmond Place side of Waitrose
65	Clarence Esplanade outside Hovertravel
66	Cambridge Road junction St Michaels Road
67	The Hard entrance to Interchange
68	The Hard exit to Interchange
69	Kingsley Road outside Flat 188-194
70	Broom Square junction with Broom Close
71	Burrill Avenue outside No 39
72	London Road junction of Portsdown Hill Road
73	Galt Road junction of Grant Road
74	Portsdown Avenue junction of Moortown Avenue
75	Alec Rose Lane junction Mary Rose Street
76	Drayton Lane junction Down End Road

- Total 80 No (including 9A, 12A, 48A and 54A)

## Appendix D5 – Salt/Grit Bin Check Sheet

	Location	Condition G = good F = fair P = poor	Contents F = full H = half full E = empty	Comments	Inspection date
1	Coleridge Road junction Wordsworth Avenue				
2	Fort Southwick junction James Callaghan Drive				
3	Tintern Close junction Winterbourne Road				
4	Lime Grove opposite No 3				
5	Allaway Avenue adjacent lamp column 33				
6	Racecourse Lane opposite Community Centre				
7	Racecourse Lane adjacent lamp column 4				
8	Southampton Road adjacent lamp column 72				
9	Ludlow Road junction Blakemere Crescent				
9A	Meadowsweet Way junction Wymering Lane				
10	Wymering Lane junction Hythe Road				
11	Sundridge Close adjacent lamp column 3				
12	Southwick Hill Road junction QA Hospital Emergency Access				
12A	Southwick Hill Road junction QA Hospital Main Entrance				
13	London Road junction Southwick Hill Road				
14	London Road junction Chalkridge Road				
15	Widley Path near Widley Road				
16	East Cosham Road junction Courtmount Grove				
17	London Road near lamp column 48				
18	Dell Close adjacent garages opposite No 2				
19	Oakhurst Gardens junction A3				
20	Christchurch Road junction A3				
21	Hilltop Crescent junction Portsdown Hill Road				
22	Penrhyn Avenue junction Penarth Avenue				
23	Uplands Road junction Seaview Road				
24	Farlington Avenue junction Blake Road				
25	Gillman Road junction Woodfield Avenue				
26	Beverley Grove junction Portsdown Hill Road				
27	Second Avenue side of No 144				
28	Havant Road junction Waterworks Road				
29	Central Road junction Station Road				
30	Havant Road outside 174				
31	Hilary Avenue opposite 34				
32	Medina Road junction Northern Road				
33	Northern Road outside Royal Mail (South of Bus Shelters)				
34	Northern Road Bus Terminal access				
35	Portsmouth Road Bus Terminal access				
36	Northern Road northbound approach Portsbridge RAB				
37	Northern Road southbound approach Portsbridge RAB				
38	Western Road junction Portsbridge RAB				
39	Tudor Crescent opposite No 35				

	Location	Condition G = good F = fair P = poor	Contents F = full H = half full E = empty	Comments	Inspection date
40	London Road (the old water bridge)				
41	Walton Road (on bridge)				
42	Walton Road adjacent lamp column 30				
43	Walton Road junction access road to Colas Depot				
44	London Road opposite Hilsea Lido adjacent lamp column 126				
45	London Road south of footbridge Hilsea Lido				
46	London Road junction metal footbridge (Grit Only)				
47	Military Road junction London Road (Grit Only)				
48	Norway Road approach bridge East				
48A	Norway Road approach bridge West				
49	Tipner Lane junction Tipner Road				
50	Moneyfields Avenue side of 199 Dover Road adjacent lamp col 2				
51	Copnor Bridge junction Tangiers Road				
52	New Road opposite No 313				
53	Sultan Road adjacent underpass				
54	St Marys Road adjacent bridge East				
54A	St Marys Raod adjacent bridge West				
55	Stanhope Road junction Commercial Road				
56	Greetham Street adjacent Jacobs Ladder				
57	Northumberland Road on island adjacent to Nameplate				
58	Fratton Road southbound near Selbourne Terrace				
59	Goldsmith Avenue junction Francis Avenue				
60	Goldsmith Avenue junction Milton Road				
61	Bransbury Road adjacent lamp column 12				
62	Ferry Road west of lamp column 55				
63	Southsea Esplanade junction St Helens Parade				
64	Richmond Place side of Waitrose				
65	Clarence Esplanade outside Hovertravel				
66	Cambridge Road junction St Michaels Road				
67	The Hard entrance to Interchange				
68	The Hard exit to Interchange				
69	Kingsley Road outside flats 188-194				
70	Broom Square junction Broom Close				
71	Burrill Avenue outside 39				
72	London Road junction Portsdown Hill Road (on island)				
73	Grant Road junction Galt Road				
74	Portsdown Avenue junction Moortown Avenue				
75	Alec Rose Lane junction Mary Rose Street				
76	Drayton Lane junction Down End Road				
<b>Print Name:</b>		<b>Signature:</b>		<b>Date:</b>	

## Appendix E – Detailed identification of FW leading to schools

Please note that for each school identified below Colas hold electronically a detailed map describing location of the FW to be treated and recommended snow pile locations.

Name	Address / Location	Street	District	Postcode	Use	Closest CW treated		Distance from main road to gate (lm)	Total area (sqm) to treat	Snow storage location	Description of path to clear						Comments
						Road	Category				From junction between			From junction between			
											Road	Road	Side	Road	Road	Side	
Solent Junior School	42	Solent Road	Farlington / Drayton	PO6 1HJ	Junior School	Solent Road	1	68	136	Junction Dene Hollow / Solent Road	n/a	n/a	North	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Solent Infant School	Opposite of 4-18	Eveleigh Road	Farlington / Drayton	PO6 1HJ	Infant School	Eveleigh Road	1	67	134		n/a	n/a	South	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Hamdown Primary School		Sundridge Close	Cosham	PO6 3JL	Primary School	Southampton Road	1	152m	304		n/a	n/a	West	n/a	n/a	n/a	
The Fairour School		Sundridge Close	Cosham	PO6 3JL	Primary School	Southampton Road	1	102	204		n/a	n/a	West	n/a	n/a	n/a	
Highbury Primary School		Dovercourt Road	Cosham	PO6 2RZ	Primary School	Chatsworth Avenue	1	241	362		Dovercourt Road	Chatsworth Avenue	West	Chartsworh Avenue	Bus Access		
Highbury College		Dovercourt Road	Cosham	PO6 2RZ	College	Chatsworth Avenue	1	264	396		Dovercourt Road	Chatsworth Avenue	West	Chartsworh Avenue	Bus Access		Near Highbury Primary School
Redwood Park School		Wembley Grove	Cosham	PO6 2RY	Primary School	Chatsworth Avenue	1	213	320		Wembley Grove	Chatsworth Avenue	East	Chartsworh Avenue	Bus Access		
Court Lane Junior School		Hilary Avenue	Cosham	PO6 2PP	Junior School	Lonsdale Avenue	1	355	710		Hilary Avenue	Lonsdale Avenue	East	Lonsdale Avenue	Bus Access		
Court Lane Infant School		Hilary Avenue	Cosham	PO6 2PP	Infant School	Lonsdale Avenue	1	275	550		Hilary Avenue	Lonsdale Avenue	East	Lonsdale Avenue	Bus Access		Near Court Lane Junior School/ same footway
Springfield School		Central Road	Cosham	PO6 1QY	Secondary School	Grove Road	1	80	160		n/a	n/a	North	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Medina Primary School	106	Medina Road	Cosham	PO6 3NH	Primary School	Medina Road	2	145	290	Junction Medina Road/Brightstone Road	School	Bus access	South (35m)	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)

Beacon View Academy (former Paulsgrove Primary School)	Opposite of 1-12 Downton House	Cheltenham Road	Paulsgrove	PO6 3PL	Primary School	Allaway Avenue	1	107	177	Greenspace near school	School	Bus access	North (37m)	School	Bus Access	South (70 m)	Direct access from school to the main road (clearance needed just in front of the school)
St Paul RC Primary School	253	Bourne Road	Paulsgrove	PO6 4JD	Primary School	Allaway Avenue	1	174	522		Bourne Road	Allaway Avenue	South	Junction Bourne Road/Allaway Avenue	Bus Access	South	
King Richard School	342	Allaway Avenue	Paulsgrove	PO6 4QP	Primary School	Allaway Avenue	1	165	330	Greenspace near school	School	Bus access	South (70m)	School	Bus access	North (80m)	Direct access from school to the main road (clearance needed just in front of the school)
Trafalgar Academy (former City of Portsmouth Boys School)		London Road	Hilsea	PO2 9RS		London Road	1	15	93	Near School	n/a	n/a	n/a	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Northern Parade Academy		Doyle Avenue	Hilsea	PO2 9NE	Junior School	Northern Parade	1	100	200	Large Footway	School	Junction	North (40 m)	Junction	Bus access	East (60 m)	
Northern Parade Academy		Kipling Road	Hilsea	PO2 9NJ	Infant School	Northern Parade	1	65	130		Doyle Avenue	Junction with Northern Parade	South	n/a	n/a	n/a	
Stamshaw Junior School	57	Tipner Road	Nelson	PO2 8QH	Junior School	Stamshaw Road	2	55	110		n/a	n/a	North	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Stamshaw Infant School	126	North End Avenue	Hilsea	PO2 8NW	Infant School	Stamshaw Road	1	45	135	Large Footway	North End Avenue	Stamshaw Road	South (45m)	n/a	n/a	n/a	
Mayfield School		Mayfield Road	Copnor	PO2 0RH		Mayfield Road	2	6	15		n/a	n/a	South	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Cliffdale Primary School	107	Battenburg Avenue	Copnor	PO2 05N	Primary School	Copnor Road	1	185	370		n/a	n/a	South	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Gatcombe Park Primary School		St Barbara Way	Hilsea	PO2 0UR	Primary School	Copnor Road	1	212	636	Greenspace	School	Copnor Road	West (70m)	Copnor Road	Bus access	South (142m)	
Admiral Lord Nelson Secondary School		Dundas Lane	Hilsea	PO2 0UR	Secondary School	Dundas Lane	1	212	636	Greenspace	School	Dundas Lane	West (70m)	Dundas Lane	Bus access	South (142m)	
Harbour School		Tipner Lane	Nelson	PO2 8ID		Tipner Road	2	656	1312		Tipner Lane	Tipner Road	South	n/a	n/a	n/a	
Flying Bull Academy		Flying Bull Lane	Nelson	PO2 7BJ	Primary School	Malins Road	2	115	575	Large Footway	School	Junction	South	n/a	n/a	n/a	
Manor Infant School		Inverness Road	Fratton	PO1 5QR	Infant School	Kingston Road	1	82	164		School	Junction	South	n/a	n/a	n/a	

Portsmouth Academy for Girls	Front of Cathedral	St Marys Road	Fratton	PO1 5PF		St Marys Road	1	12	72		n/a	n/a	North	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Ark Dickens Academy (former Charles Dickens Infant & Junior School)	25	Turner Road	Charles Dickens	PO1 4ON	infant and Junior School	Lake Road	1	150	300		School	Junction Turner Road / Lake Road	West (112 m)	Junction Turner Road / Lake Road	Bus access	North (48m)	
Westover Primary School		Westover Road	Baffins	PO3 6NS	Primary School	Tangier Road	1	167	334		School	Tangier road	East	n/a	n/a	n/a	
Copnor Infant & Junior School		Copnor Road	Copnor	PO3 5BZ	infant and Junior School	Copnor Road	1	160	320		n/a	n/a	East	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Langstone Junior School		Lakeside Avenue	Baffins	PO3 6EZ	Junior School	Hayling Avenue	2	50	100		Shool	Junction	East	n/a	n/a	n/a	
Langstone Infant School		Ascot Road	Baffins	PO3 6EY	Infant School	Hayling Avenue	2	160	320		Shool	Junction	West	n/a	n/a	n/a	
Newbridge Junior School	213	New Road	Fratton	PO2 7 RW	Junior School	New Road	1	55	110		n/a	n/a	South	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Meredith Infant School	33	Porchester Road	Copnor	PO2 7BJ	Infant School	Chichester Road	1	170	340		School	Junction Porchester Road / Drayton Road	South	Junction Porchester Road / Drayton Road	Junction Drayton Road / Chichester Road	East	
Isambard Brunel Junior School	17	Portchester Road	Copnor	PO2 7HX	Junior School	Chichester Road	1	130	260		School	Junction Porchester Road / Drayton Road	South	Junction Porchester Road / Drayton Road	Junction Drayton Road / Chichester Road	East	Near Meredith Infant School / same footway
Lyndhurst Junior School	94	Crofton Road	Copnor	PO2 0NT	Junior School	Stubbington Road	1	76	152		School	Junction Lyndhurst Road / Stubbington Road	West	n/a	n/a	n/a	
College Park Infant School	116	Lyndhurst Road	Copnor	PO2 0LB	Infant School	Stubbington Road	1	136	274		School	Junction Crofton Road / Stubbington Road	West	n/a	n/a	n/a	
Cumberland Infant School	163	Methuen Road	Eastney	PO4 9HJ	Infant School	Highland Road	1	193	328.1	End of Pedam close	n/a	n/a	n/a	n/a	n/a	n/a	Clearance needed in front of the school to the main road

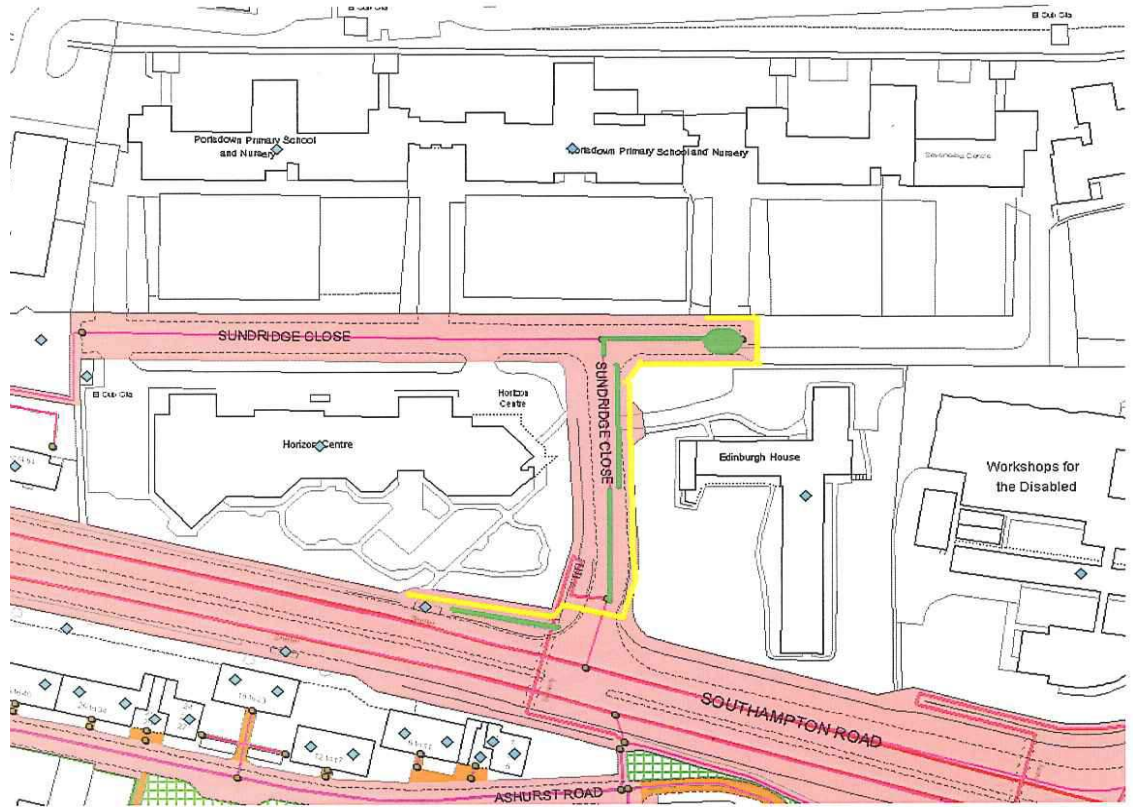
Craneswater Junior School	210	St Ronan's Road	Southsea	PO4 0PX	Junior School	Albert Road	1	29	63.8	in the school park	n/a	n/a	n/a	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
St Swithuns Catholic Primary School		Taswell Road	Southsea	PO6 2RG	Junior School	Clarendon Road	1	100	150	behind st simons church	n/a	n/a	n/a	n/a	n/a	n/a	Clearance needed in front of the school to the main road
Southsea Infant School	56	Napier Road	Southsea	PO5 2SR	Infant School	Albert Road	1	118	236	End of Collingwood Road	n/a	n/a	n/a	n/a	n/a	n/a	Clearance needed in front of the school to the main road
Cottage Grove First School	30 Cottage Grove (Behind)	Chivers Close	Southsea	PO5 1HG	Junior School	Somers Road	2	138	369	End of Chivers Close	n/a	n/a	n/a	n/a	n/a	n/a	Clearance needed in front of the school to the main road
St Jude's C of E Primary School	15	St Nicholas Street	Southsea	PO1 2NZ	Junior School	High street	1	137	319	End of Nicholas Street	n/a	n/a	n/a	n/a	n/a	n/a	Clearance needed in front of the school to the main road
The Brambles Nursery	27	Bramble road	Southsea	PO4 ODT	nursery	Fawcett road	1	92	184	End of Ventnor road	Bramble Road	n/a	South	n/a	n/a	n/a	Clearance needed in front of the school to the main road
Goldsmith Infant School	33	Bramble road	Southsea	PO4 ODT	Infant School	Fawcett road	1	19	38	End of Ventnor road	Bramble Road	n/a	South	n/a	n/a	n/a	Clearance needed in front of the school to The brambles nursery
Devonshire Infant & Junior School	197	Francis avenue	Southsea	PO4 OA5	Junior School	Francis avenue	2	45	99	Large footway in front of the school	Francis Avenue	n/a	East	n/a	n/a	n/a	Clearance needed in front of the school to the main road
Fernhurst Junior School	197	Francis avenue	Southsea	PO4 OA6	Junior School	Francis avenue	2	74	162.8	Large footway in front of the school	Francis Avenue	n/a	East	n/a	n/a	n/a	Clearance needed in front of the school to Devonshire junior school
Wimborne Infant School		Wimbourne Road	Southsea	PO4 8DE	Infant School	Winter road	2	54	129.6	Large footway in front of the school	Evans Road	n/a	North	n/a	n/a	n/a	Clearance needed in front of the school to the main road
Wimborne Junior School		Wimbourne Road	Southsea	PO4 8DE	Junior School	Winter road	2	74	177.6	Large footway in front of the school	Evans Road	n/a	North	n/a	n/a	n/a	Clearance needed in front of the school to Wimborne infant school
Milton Park Academy	2	Dunbar road	Southsea	PO4 8ET	infant & Junior School	Eastney road	1	40	80	junction Essex road/Eastney Road	Dunbar Road	n/a	North	n/a	n/a	n/a	Clearance needed in front of the school to the main road



Meon Junior School	54	Meon Road	Southsea	PO4 8NW	Junior School	Locksway Road	2	20	40	in the alley in front of the number 2	Shelford Road	n/a	west	n/a	n/a	n/a	Clearance needed in front of the school to the meon infant school
Meon Infant School	46	Shelford Road	Southsea	PO4 8NT	Infant School	Locksway Road	2	143	286	in the alley in front of the number 2	Shelford Road	n/a	west	n/a	n/a	n/a	Clearance needed in front of the school to the main road
Waterside School			Tipner			Locksway Road					n/a	n/a	n/a	n/a	n/a	n/a	No Waterside School
Moorings Way School	102	Moorings Way	Milton	PO4 8YJ	Infant School	Goldsmith avenue	2	92	184	in front of the school in the grass	Goldsmith Avenue	Junction Moorings Way/Goldsmith avenue	south	n/a	n/a	n/a	Direct access from school to the main road (clearance needed just in front of the school)
Milton Cross Academy	3	James Road	Milton	PO3 6RB	Secondary School	Milton Road	1	75	150	in the school parking	James Road	Junction James Road/Milton Road	south east	n/a	n/a	n/a	Clearance needed in front of the school to the main road
Penhale Infant School	51	Penhale road	Fratton	PO1 5EF	Infant School	Fratton road	1	191	373	in front of the school on the parking spaces	Penhale Road	Junction Penhale road/Fratton road	south				Clearance needed in front of the school to the main road
St John's Cathedral Public Primary School	2	Cottage View	Landport	PO1 1PX	Junior School	Arundel Street	1	22.2	64.38	grass of car park	Arundel Road	Junction Cottage View/Arundel Street	east				Clearance needed in front of the school to the main road
Ark Ayrton Academy	15	Somers Road	Southsea	PO5 4LS	Infant School	Isambard Brunel Road	1	91.3	200.86	at the end of Hyde Park road	Isambard Brunel Road	Junction Somers Road/Isambard Brunel Road	north west				Clearance needed in front of the school to the main road
Priory School	21	Fawcett Road	Southsea	PO4 0DL	Infant School	Fawcett road	1	136	544	on the large footway in front of the school	Fawcett Road	Junction Fawcett Road/Fawcett road	west				Direct access from school to the main road (clearance needed just in front of the school)
Charter Academy		Hyde Park Road	Southsea	PO5 4HL								Junction Hyde Park Road/					n/a





# Portsmouth Primary School



-  Footway to be cleared
-  Location of snow pile

# Appendix E1

## School Crossing Patrol Sites

School	Site
Admiral Lord Nelson	Anchorage Road
Arundel Court Infant & Junior	Arundel Street / Fyning Street
Charles Dickens Infant	Sultan Road / Malins Road
Charles Dickens Infant	Turner Road / Wingfield Road
Charles Dickens Infant	Turner Road / Watts Road
City Boys	London Road Hilsea
City Boys	London Road Hilsea
City Girls	St Mary's Road
City Girls	St Mary's Road
City Girls	St Mary's Road
College Park Infant & Junior	Lyndhurst Road / Stubbington Avenue
College Park Infant & Junior	Lyndhurst Road / Kirby Road
College Park Infant & Junior	Lyndhurst Road / Kirby Road
College Park Infant & Junior	Mayfield Road / Randolph Road
College Park Infant & Junior	Crofton Road
Copnor Infant & Junior	Copnor Road / Wallington Road
Copnor Infant & Junior	Copnor Road / Burrfields Road
Corpus Christi	Gladys Avenue / Connaught Road
Corpus Christi	North End Junction
Cottage Grove Primary	Green Road / Cottage Grove
Cottage Grove Primary	Green Road / Somers Road
Cottage Grove Primary	Eldon Street
Court Lane Infant & Junior	Court Lane / Lonsdale Avenue
Court Lane Infant & Junior	Central Road / Lower Drayton Lane
Court Lane Infant & Junior	Tregaron Avenue / Dysart Avenue
Court Lane Infant & Junior	Salisbury Road / Magdala Road
Court Lane Infant & Junior	Court Lane / Hilary Avenue
Court Lane Infant & Junior	Court Lane / Hilary Avenue
Craneswater Junior	St Ronans Road
Craneswater Junior	Albert Road / St Ronans Road
Craneswater Junior	Festing Road / Highland Road
Craneswater Junior	Festing Road / Highland Road
Craneswater Junior	Highland Road / Winter Road
Devonshire Infant & Fernhurst Junior	Francis Avenue / Jessie Road
Devonshire Infant & Fernhurst Junior	Francis Avenue / Jessie Road
Devonshire Infant & Fernhurst Junior	Heidleburg Road / Devonshire Square
Devonshire Infant & Fernhurst Junior	Jubilee Road / Devonshire Square
Devonshire Infant & Fernhurst Junior	Jubilee Road / Devonshire Square
Flying Bull Primary	Malins Road
Gatcombe Park Primary	Copnor Road / Old London Road
Gatcombe Park Primary	St Barbara Way / Copnor Road
Goldsmith Infant School	Bramble Road / Fawcett Road
Goldsmith Infant School	Jessie Road / Fawcett Road

School	Site
Goldsmith Infant School	Jessie Road / Talbot Road
Highbury Primary	Highbury Grove / Dovercourt Road
Highbury Primary	Chatsworth Avenue / Dovercourt Road
King Richard	Allaway Avenue
Langstone Infant	Milton Road / St Mary's Road
Langstone Infant	Milton Road / St Mary's Road
Langstone Infant	Milton Road / Baffins Road
Langstone Infant	Milton Road / Baffins Road
Langstone Junior	Lakeside Avenue / Hayling Avenue
Manor Infant	George Street / Ernest Road
Manor Infant	Inverness Road / New Road
Medina Primary	Medina Road / Sixth Avenue
Meon Infant	Hollam Road / Meon Road
Meon Infant	Shelford Road / Meon Road
Meon Infant	Locksway Road / Shelford Road
Meon Junior	Crofton Road / Meon Road
Meon Junior	Euston Road / Warren Avenue
Meredith Infant	Drayton Road / Chichester Road
Meredith Infant	Drayton Road / Powerscourt Road
Meredith Infant	Chichester Road / Farlington Road
Milton Cross	Velder Avenue
Milton Park Primary	Eastney Road / Dunbar Road
Milton Park Primary	Dunbar Road
Moorings Way Infant	Moorings Way / Warren Avenue
Newbridge Junior	New Road / Aylesbury Road
Newbridge Junior	George Street
Newbridge Junior	George Street / Shearer Road
Newbridge Junior	Shearer Road / Hampshire Street
Northern Parade Junior	Kipling Road / London Road
Northern Parade Junior	Kipling Road / London Road
Northern Parade Infant & Junior	Doyle Avenue
Paulsgrove Primary	Allaway Avenue / Walford Road
Paulsgrove Primary	Allaway Avenue / Marsden Road
Penhale Infant	Penhale Road / Guildford Road
Portsdown Primary	Southampton Road
Portsdown Primary	Southampton Road
Portsdown Primary	Sevenoaks Road / Hythe Road
Priory	Fawcett Road
Saxon Shore Infant	Jubilee Avenue / Connaught Lane
Saxon Shore Infant	Jubilee Avenue / Portsdown Road
Solent Infant & Junior	Solent Road / Farlington Avenue
Solent Infant & Junior	Havant Road / Galt Road
Solent Infant & Junior	Havant Road / Station Road
Somers Park Primary	Somers Road / Blackfriars Road
Southsea Infants	Albert Road Traffic Lights
Southsea Infants	Albert Road Traffic Lights
Southsea Infants	Albert Road / Napier road
St George's Primary	Queen Street / Cross Street

School	Site
St John's Primary	Arundel Street / St Johns Road
St Jude's Primary	Pembroke Road
St Jude's Primary	St Georges Road / High Street
St Jude's Primary	High Street
St Paul's Primary	Allaway Avenue / Bourne Road
St Swithin's	Clarendon Road / St simon's Road
Stamshaw Infant	London Avenue / Stamshaw Road
Stamshaw Infant	Stamshaw Road / Wilson Road
Stamshaw Infant	Gladys Avenue / North End Avenue
Stamshaw Junior	Walden Road / Walker Road
Stamshaw Junior	Tipner Road /
Westover Infant	Westover Road / Tangier Road
Westover Infant	Westover Road / Tangier Road
Westover Infant	Neville Road / Tangier road
Westover Infant	Westover Road
Westover Infant	Westover Road / Cobden Avenue
Wimborne Infant & Junior	Goldsmith Avenue / Winter Road
Wimborne Infant & Junior	Wimborne Road / Winter Road
Wimborne Infant & Junior	Devonshire Avenue / Winter Road
Wimborne Infant & Junior	Devonshire Avenue / Prince Albert Road

# Appendix E2

## Detailed identification of FW leading to Transport Hubs

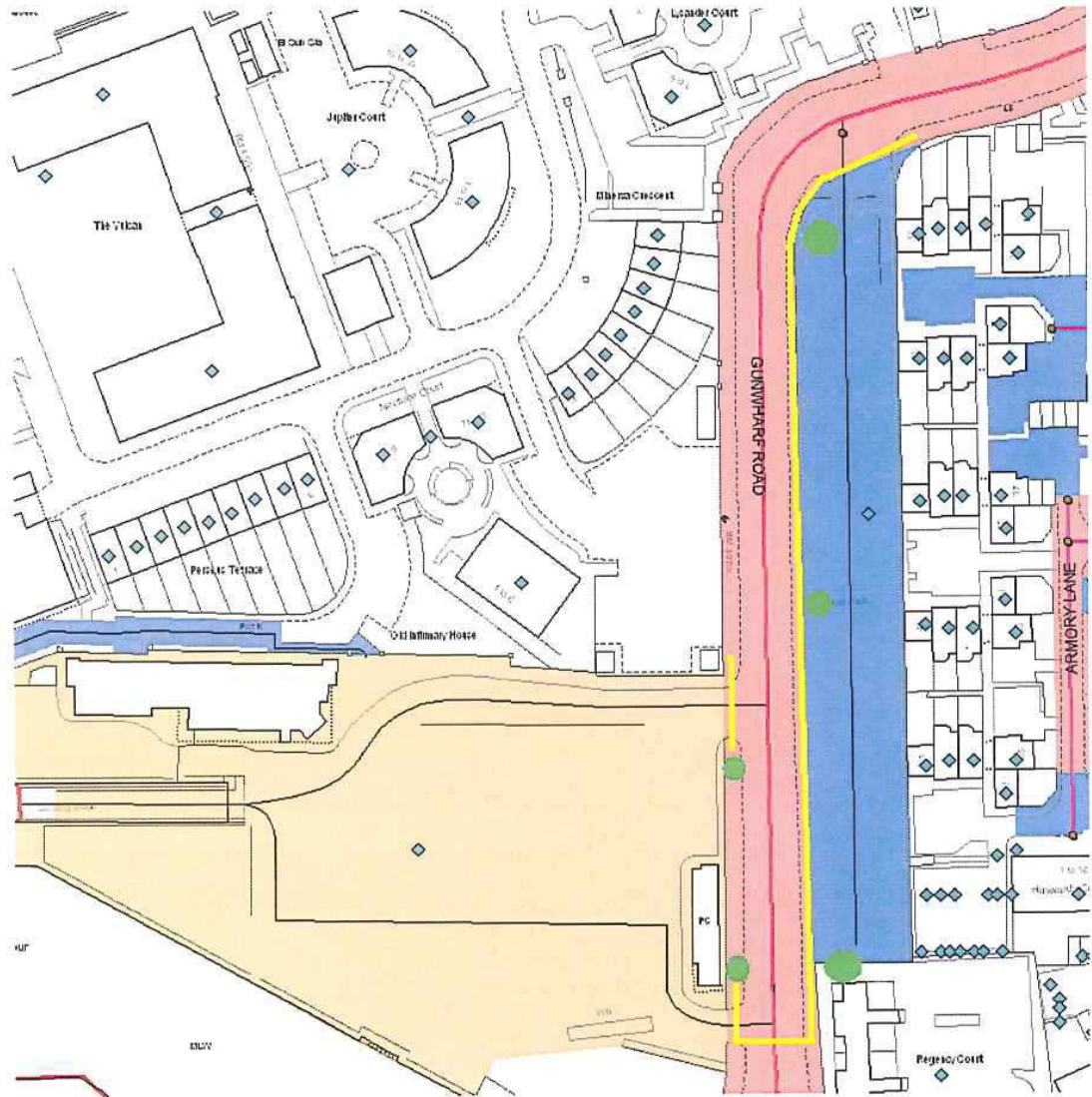
Please note that for each Transport hub identified below, Colas hold electronically a detailed map describing location of the FW to be treated and recommended snow pile locations.



Category	Name	Address / Location	Street	District	Postcode	Use	Closest CW treated		Distance from main road to gate (lm)	Total area (sqm) to treat	Snow storage location	Description of path to clear						Comments
							Road	Category				From junction between			From junction between			
												Road	Road	Side	Road	Road	Side	
Ferry terminal	Hayling Island		Ferry Road	Eastney and Craneswater	PO9 4LT	Ferry Port	Ferry Road	2	173	519	Greenspace							No footway
	Hovercraft Terminal		Clarence Esplanade	Southsea	PO5 3AD	Ferry Port	Clarence Esplanade	1	276	628								
	Gunwharf Ferry Port		Gunwharf Road	St Thomas		Ferry Port	Gunwharf Road	1	240	480			Entrance and Exit of ferry port	West ( 30m)		Footway in front of car park	East ( 210 m)	
	Continental ferry port footway	around the peninsular house	Wharf road	Newport		Footway	Mile end road	1	198	653.4	Space on the car park behind the house	Wharf road		N/A				clearance needed only on the footway
	Continental ferry port footway	front of lok'nStore	Wharf road	Newport		Footway	Wharf road	1	136.1	272.2	in the grass in front of the lok'nStore	Wharf road		west				clearance needed only on the footway
	Continental ferry port footway	front of the car park	Wharf road	Newport		Footway	Wharf road	1	165.4	297.72	next to the welcoming sign & yellow barrier	Wharf road		south				clearance needed only on the footway
Continental ferry port footway	small footway on the road	Wharf road	Newport		Footway	Wharf road	1	39	39	next to the welcoming sign & yellow barrier	Wharf road		west				clearance needed only on the footway	
Bus Terminal	Gunwharf Bus Station		The Hard	Charles Dickens	PO1 3PA	Bus Terminal	The Hard	1	650	975	Space near the entrance of train station / End of bus platform		Bus Station	250 m		Taxi area	320 m	
	Cosham bus park	1	walton road	cosham	po6 1	Bus parking	walton road	2	160.8	297.48	on the car park	walton road		south	walton road		east	clearance needed in front of the bus parking
	Cosham bus station 1	1	northen road	cosham		bus station	northen road	1	52.5	157.5	on the footway	northen road		east				clearance needed in front of the bus station to zebra crossing
	Cosham bus station 2	1	northen road	cosham		bus station	northen road	1	39.9	159.6	on the footway	northen road		west				clearance needed in front of the bus station to zebra crossing
	London road bus station footway	in front of westerly services	London road	cosham		bus station	london road	1	193.1	849.64	behind the bus station, in the grass	London road		west				clearance needed in front of the bus station
	London road bus station quay	front of westerly services	London road	cosham		bus station	london road	1	92.3	387.66	behind the bus station, in the grass	London road		east				clearance needed in front of the bus station
Train Station	The Hard interchange		The Hard	Charles Dickens	PO1 3PA	Train Station	The Hard	1	190	285	Space near the entrance of train station							same area than Gunwharf Bus Station
	Southsea Train Station		Station Street	Charles Dickens	PO1 1EQ	Train Station	Station Street	1	506	1448	Greenspace / junction with Station Street and Commercial Road							
	Fratton Train Station		Selbourne Terrace	Fratton	PO1 1EP	Train Station	Goldsmith Avenue	1	42	126								Bridge / junction possible with Fratton Road ( 166 m * 1.5)
	Cosham Train Station		High Street	Cosham	PO6 3BD	Train Station	High Street	1	110	165	Greenspace / a lot of place in front of the pavement							
	hillsea station		airport service road	hillsea		platform length	airport service road	1	164	360.8	end of platform length			west				clearance needed on all the lengths
	hillsea station		airport service road	hillsea		platform length	airport service road	1	164	360.8	end of platform length			east				clearance needed on all the lengths
	hillsea station		airport service road	hillsea		footway bridge	airport service road	1	23.7	40.29	Corner of the bridge			n/a				clearance needed all of the bridge
	hillsea station		airport service road	hillsea		access area	airport service road	1	13.2	172.92	On the grass			n/a				clearance of all of the area
hillsea station		airport service road	hillsea		footway to carpark	airport service road	1	66.9	113.73	on the grass			west				clearance needed from station to carpark; footpath	

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\* See example of map detail attached

# Gunwharf Ferry Terminal



-  Footway to be cleared
-  Location of snow pile

# Appendix E3

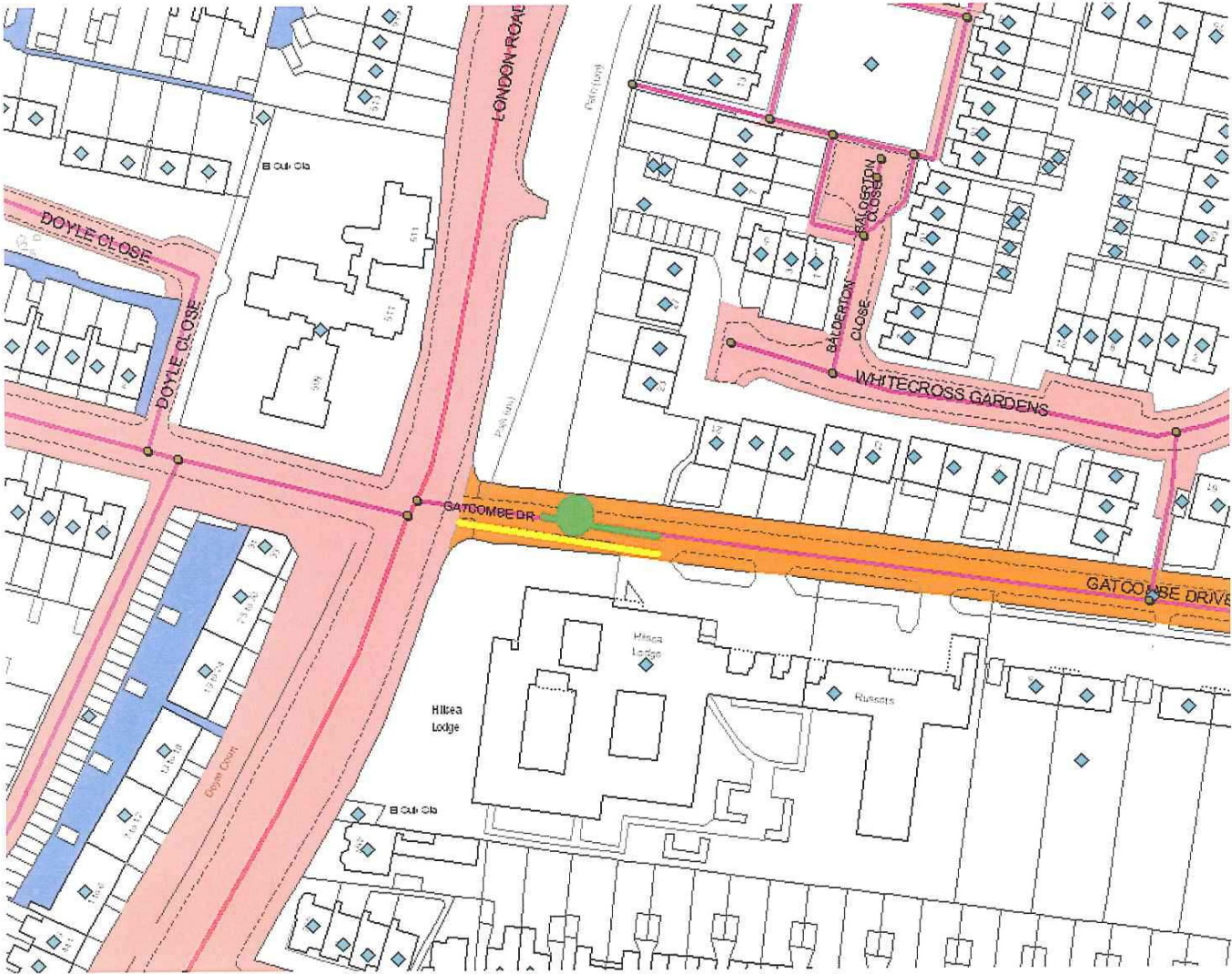
## Detailed identification of FW leading to PCC managed Residential Homes



Please note that for each Residential Home identified below, Colas hold electronically a detailed map describing location of the FW to be treated and recommended snow pile locations.

Name	Address / Location	Street	District	Postcode	Closest CW treated		Distance from main road to gate (lm)	Total area (sqm) to treat	Snow storage location	Description of path to clear						Comments
					Road	Category				From junction between			From junction between			
										Road	Road	Side	Road	Road	Side	
Edinburgh House		Sundridge Close	Cosham	PO6 3JL	Southampton Road	1	102	204								
Longdean Lodge And Day Centre	Junction Hillsley Road/ Beverston Road	Hillsley Road	Paulsgrove	PO6 4NH	Hillsley Road	1	60	120	Junction Hillsley Road/ Beverston Road	Longdean Lodge And Day Centre	Bus access	North (30m)	Longdean Lodge And Day Centre	Bus access	South (30m)	
Hilsea Lodge		Gatcombe Drive	Hilsea	PO2 0TX	London Road	1	45	135	Greenspace	London Road	Gatcombe	East				
Brunel Court		Nutfield Place	Charles Dickens	PO1 4JB	Lake Road	1	103	206		Nutfield Place	Clarendon Street	North (27m)	Clarendon Street	Lake Road	East (76m)	
Corben Lodge	(next door Shearwater)	Moorings Way	Milton	PO4 8QW	Moorings Way	2	150	68	Greenspace	Eastern Road						
Shearwater new Building Crane Court Sprey C Rushmore Brenn	opp Goodcompanion Pub	Moorings Way	Milton	PO4 8QW	Moorings Way	2	227	227	Greenspace/ layby	Eastern Road						
		Gatcombe Drive	Hilsea	PO2 0TX	London Road	1	78	82	Greenspace							
		Warren Avenue	Southsea	PO4 8QQ	Milton Road	1	278	152	Layby	Avocet Close	Plover Reach	Northside (73m)	Crofton Road	Shelford Road	South (79m)	
Caroline Square	Blossom Square	King William Street	Portsea	PO1 3JG	Queen Street	1	161	232	Parking Bay	Blossom Square 1-17	Footpath	West (63m)	Blossom Square 2-18	Footpath	East (63)	
Harry Solihull House		Cranleigh Avenue	Buckland	PO1 5LU	St Marys Road	1	119	165	Parking Bay	Fourth Street	St Marys Road	South (119m)	Cranleigh Road		North (46)	
Maritime Lodge	Victory Unit ConanRd/Doyle Ave entrance	Wylie Road	Hilsea	PO2 9DT	Northern Parade	1	2	300	Parking Bay	Conan Road	Doyle Ave	East (109m)	Conan Road	Northern Parade	North (40m)	



Hilsea Lodge Residential Home



-  Footway to be cleared
-  Location of snow pile

# Appendix F

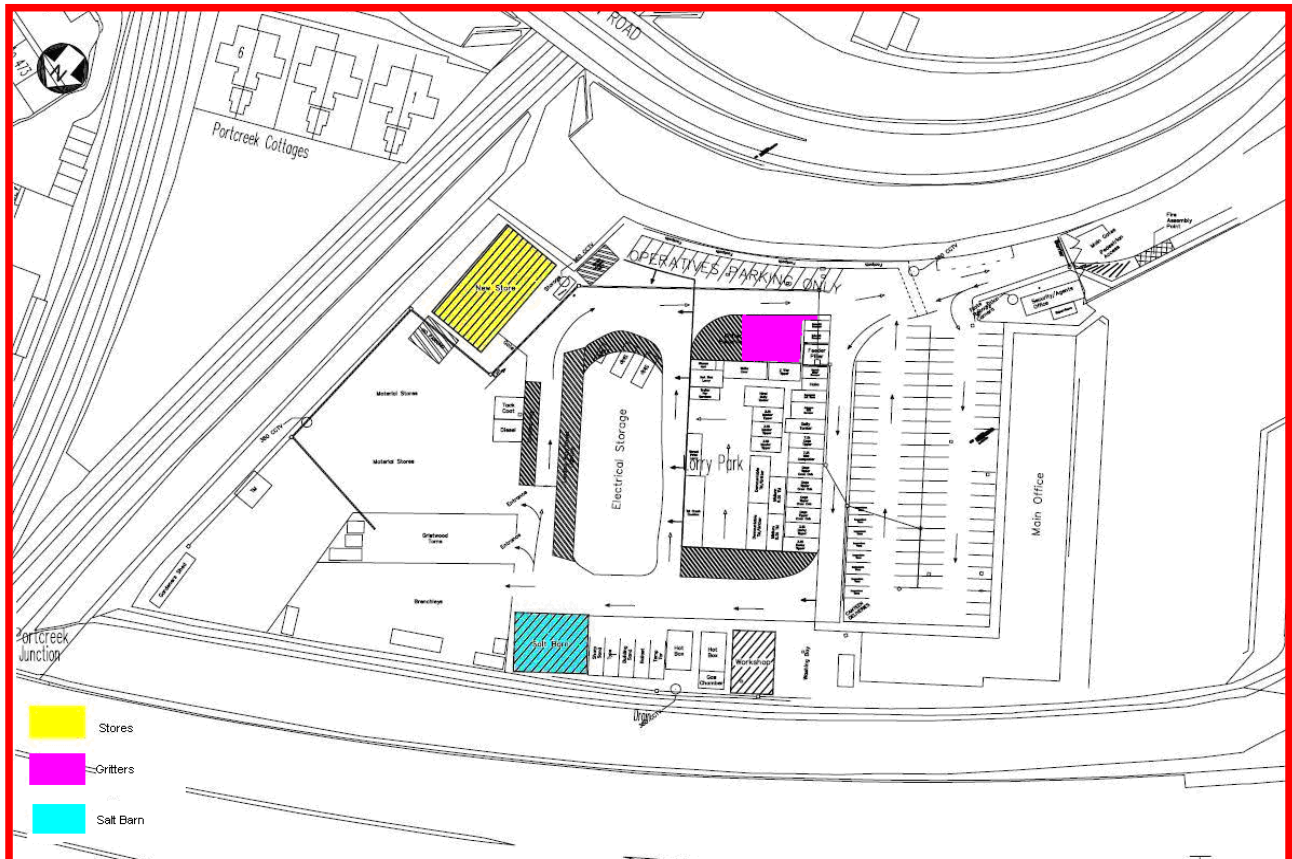
## Equipment, store and salt barn location

All winter operations are directed and carried out from Colas depot located at Walton Road, Farlington, Portsmouth, PO61TA.

The rock salt is stored in a purpose built salt barn. The salt barn has a capacity of 850t that is to say 200t over the stock level recommended by the UK Road Liaison Group (July 2009) (stock necessary to treat the equivalent of 6 runs during 6 days on the priority network).

An additional storage capacity of 120t, in a non-covered storage bay, is available next to the salt barn to store an emergency reserve stock of salt or grit.

The following map identify the location where the gritters are stationed, the salt barn and reserve storage bay, as well as the storage building where the winter maintenance minimum resilience stock of shovels and brooms is kept.



**Salt barn  
Storage capacity 850t**



**Storing bay (emergency use only)  
Storage capacity 120t**



# Appendix G

## Winter Maintenance Preparation Plan

<b>TO BE COMPLETED BY</b>	<b>TASK</b>	<b>ACTION BY</b>
April	Start Wash-Up meetings (if necessary)	Colas / PCC Contracts Managers
June	Renewal of Weather Forecast contract if appropriate	Colas Commercial
July	Start revision of Winter Maintenance Operational Plan	Colas / PCC Contracts Managers
Early September	Issue revised Winter Maintenance Operational Plan	Contract Manager
Late September	Winter Maintenance Exercise/Communications Trial	Colas Winter staff
Early October	Winter Maintenance Briefing	Colas personnel involved in Winter Duties

# Appendix H

## Reference documents

- 1 Code of Practice for Maintenance Management
- 2 ICE Design and Practice Guide for Highway Winter Maintenance
- 3 Emergency Services Plans
- 4 Trunk Road Maintenance Manual
- 5 PCC Flood response Plan
- 6 The Resilience of England's Transport Systems in Winter (independent review interim report Dec 2010)
- 7 Colas Incident Management Plan
- 8 PCC Traffic Management Plan

# Appendix I

## Vehicles and Plant Schedules

The length of the routes covering the category 1 and 2 networks requires 3 vehicles to enable a response within a 2 hours period.

Colas fleet of gritters is composed of 4 vehicles (which includes a vehicle on standby as contingency to mitigate the risk of mechanical breakdown). All are Econ Engineering Bodies. Copies of the current vehicle calibration certificates are available on request.

4 of these vehicles are multipurpose vehicles which are dedicated to gritting during the winter season. All 4 vehicles are fitted with GPS MASTERNAULT tracking units which are connected to the ECON download units. This records the following information when vehicle are used as gritters:

- Vehicle Location and time
- Spreading on/off
- Salt Flow on/off
- Spread Rate
- Width of spread

The 4 vehicles are as follows:

**1 x Dedicated Gritter Lorry: Reg 1RX55 UTO UNI-BODY**



**1 x Multi Purpose Vehicle: Reg RX55 UTM DEMOUNT (Converts to a tipper)**



**2 x Multi Purpose Vehicles: Reg KE06 AYC and Reg KE06 AYD UNIBODIES (converts into Traffic Management Vehicle)**



**Gritter Bodies and Equipment**



3 X Gritting bodies



4 X Snow Ploughs

## Footway Gritting and Snow Clearance:

### Cruiser Turbocast 300 Grit Spreader:

Cruiser Turbocast 300 Grit Spreader broadcast spreads dry or wet grit/salt mixture to a width of between 3 and 7m. It is user friendly with front and back rests which make it easy to manoeuvre up and down kerbs. The front rest allows the unit to be emptied wheelbarrow fashion after use and the chassis has a special Armortec coating for corrosion-resistance. A range of settings allows accurate controlled dosing ensuring economic spreading. The gritter can be disengaged for transportation between sites without losing any material.



### Pedestrian 2 Wheel Tractor Unit:





# Appendix J

## Winter Maintenance Exercise Checklist (to be updated with completed version once exercise complete)

Winter Maintenance Exercise

Date: .....

Lorry No.	Routes	Lorry & Driver Available	Spreading Insert Operational	Plough Fitted & Operational	Plans & Schedules Available	Comments
1	8,9,10,11,12,17,20,22,23,25.					
2	2,3,4,13,14,15,16					
3	1,5,6,7,18,19,21,24.					

- 1. Supervision present in depot. YES/NO
- 2. Loading facility available in depot YES/NO
- 3. Client Officer present YES/NO

Checks completed by:

Colas: ..... (Signature)  
 ..... (Print Name)

Client: ..... (Signature)  
 ..... (Print Name)

# **Appendix K**

## **Standard form and daily reports**

This appendix includes the following standard forms:

- Notification of Proposed Treatment
- Daily Operational Report
- Route monitoring Sheet Priority 1&2

The forms should preferably be submitted by email. Where transmission is by email the originator and distribution details do not need to given as shown on the following pages as they will be included within the email.



## Winter Maintenance – Notification of Proposed Treatment

<b>Name:</b>	<b>Date:</b>	<b>Time:</b>
--------------	--------------	--------------

<b>DECISION BASED ON:-</b>	<b>Date</b>	<b>Time</b>
24 Hours Met Office Report:		
Findlay Irvine Weather Station Check:		
Inspection:		
HCC:		
Area 3:		
Other:		

<b>ACTION TO BE TAKEN:</b>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b>	<input type="checkbox"/>
----------------------------	------------	--------------------------	-----------	--------------------------

<b>Code</b>	<b>Description</b>	<b>Start Time</b>	<b>Spread Rate (g/m2)</b>	<b>Comments</b>
WM 01	Priority 1 Routes			
WM 02	Priority 2 Routes			
WM 03	Priority 1/2/3/4 Only			
WM 04	Frost Spots			
WM 05	Snow Plough			
WM M275	M275			
STANDBY				

<b>FURTHER INSPECTION REQUIRED:</b>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b>	<input type="checkbox"/>
-------------------------------------	------------	--------------------------	-----------	--------------------------

<b>Recommendation for Escalation at the time of notification:-</b>						
Level	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>
Stage	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>
Accepted by PCC:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>		



## Winter Maintenance – Daily Operational Report

To: Portsmouth City Council			Date:		Time:		
Winter Maintenance Officer (Name):							
Period Covered Dates:		From:		To:			
Period Covered Times:		From:		To:			
Operational Summary							
Route No	Proposed Treatment			Actual Treatment			Comments
	Spread Rate (g/m <sup>2</sup> )	Start Time	Finish Time	Spread Rate (g/m <sup>2</sup> )	Start Time	Finish Time	
FW Treatment Activity:							
Road Closures:							
Salt Stock remaining at 0800 hours:					Salt Supply expected in next 24 hours:		
Additional Comments:							
Escalation Changes:							

## ROUTE MONITORING SHEET – PRIORITY 1 & 2

Route / Vehicle 1

Date: \_\_\_\_\_

ROUTE	FLEET NO	DRIVER	TIME ON	TIME OFF	LOAD	PLOUGH FITTED	SPREAD RATE	VEHICLE CONDITION/ PROBLEMS	COMMENTS
<b>Priority 1</b>									
1									
5									
6									
7									
M275									
<b>Priority 2</b>									
18									
19									
21									
24									
M275									

Page 1 of 29

<b>START WEIGHT:</b>		<b>FINISH WEIGHT:</b>	
----------------------	--	-----------------------	--

Driver's Signature upon completion: \_\_\_\_\_

## ROUTE MONITORING SHEET – PRIORITY 1 & 2

Route / Vehicle 2

Date: \_\_\_\_\_

ROUTE	FLEET NO	DRIVER	TIME ON	TIME OFF	LOAD	PLOUGH FITTED	SPREAD RATE	VEHICLE CONDITION/ PROBLEMS	COMMENTS
<b>Priority 1</b>									
2									
3									
4									
M275									
<b>Priority 2</b>									
13									
14									
15									
16									
M275									

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<b>START WEIGHT:</b>		<b>FINISH WEIGHT:</b>	
----------------------	--	-----------------------	--

Driver's Signature upon completion: \_\_\_\_\_

## ROUTE MONITORING SHEET – PRIORITY 1 & 2

Route / Vehicle 3

Date: \_\_\_\_\_

ROUTE	FLEET NO	DRIVER	TIME ON	TIME OFF	LOAD	PLOUGH FITTED	SPREAD RATE	VEHICLE CONDITION/ PROBLEMS	COMMENTS
<b>Priority 1</b>									
8									
9									
10									
11									
12									
M275									
<b>Priority 2</b>									
17									
20									
22									
23									
25									
M275									

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<b>START WEIGHT:</b>	<b>FINISH WEIGHT:</b>
----------------------	-----------------------

Driver's Signature upon completion: \_\_\_\_\_

# **Appendix L**

## **Snow Desk Content**

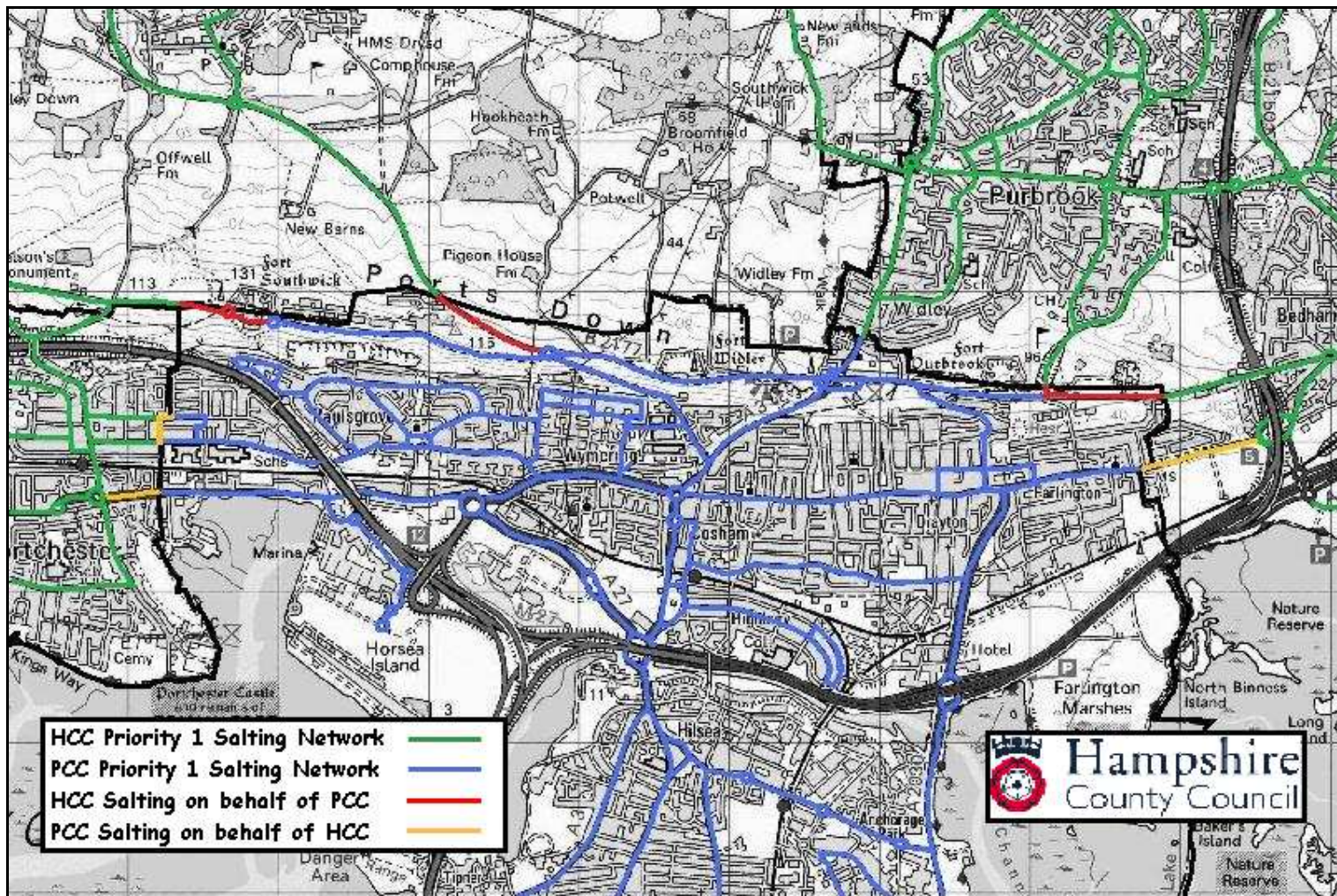
The Snow Desk room shall contain the following equipment as a minimum;

- 1 PC / laptop with, email facilities, self sufficient broadband Internet access and network access to Colas company systems, email facilities
- 1 large scale street maps of the network showing termination points
- 1 large scale street maps of the network
- 1 laminated copy of the gritting routes
- 1 copy of the Network roads hierarchy map
- 1 copy of the current winter WMDO and WMSM rota
- 1 copy of the Code of Practice for Maintenance Management
- 1 copy of the ICE Design and Practice Guide for Highway Winter Maintenance
- 1 copy of the Emergency Services Plan
- 1 copy of the HCC Winter Maintenance Plan
- 1 copy of the emergency telephone contact list
- 1 copy of the Winter Service Plan
- 1 FM/MW Radio, main powered with battery backup
- 1 TV set
- 2 land line telephones



# Appendix M

## Section 8 Agreement between PCC & HCC



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# Agenda Item 8



**Draft**

## **Solent Transport Business Plan 2015 – 2016**

June 2015 – May 2016

# Contents

1	<b><u>Introduction</u></b>	Page 4
2	<b><u>Adaptating and Evolving in a Changing Environment</u></b>	Page 5
3	<b><u>Review of 2013 – 2015 Business Plan</u></b>	Page 7
4	<b><u>Strategic Direction</u></b>	Page 8
5	<b><u>Governance &amp; Partnerships</u></b>	Page 11
6	<b><u>Finance</u></b>	Page 13
7	<b><u>Work Programme 2015 – 2016</u></b>	Page 14
8	<b><u>Resources and Working Arrangements</u></b>	Page 17
9	<b><u>Risk Register</u></b>	Page 18

# Foreword from the Chairman



**Councillor Seán Woodward**  
**Chairman of Solent Transport**

***To be Added post Joint Committee.***

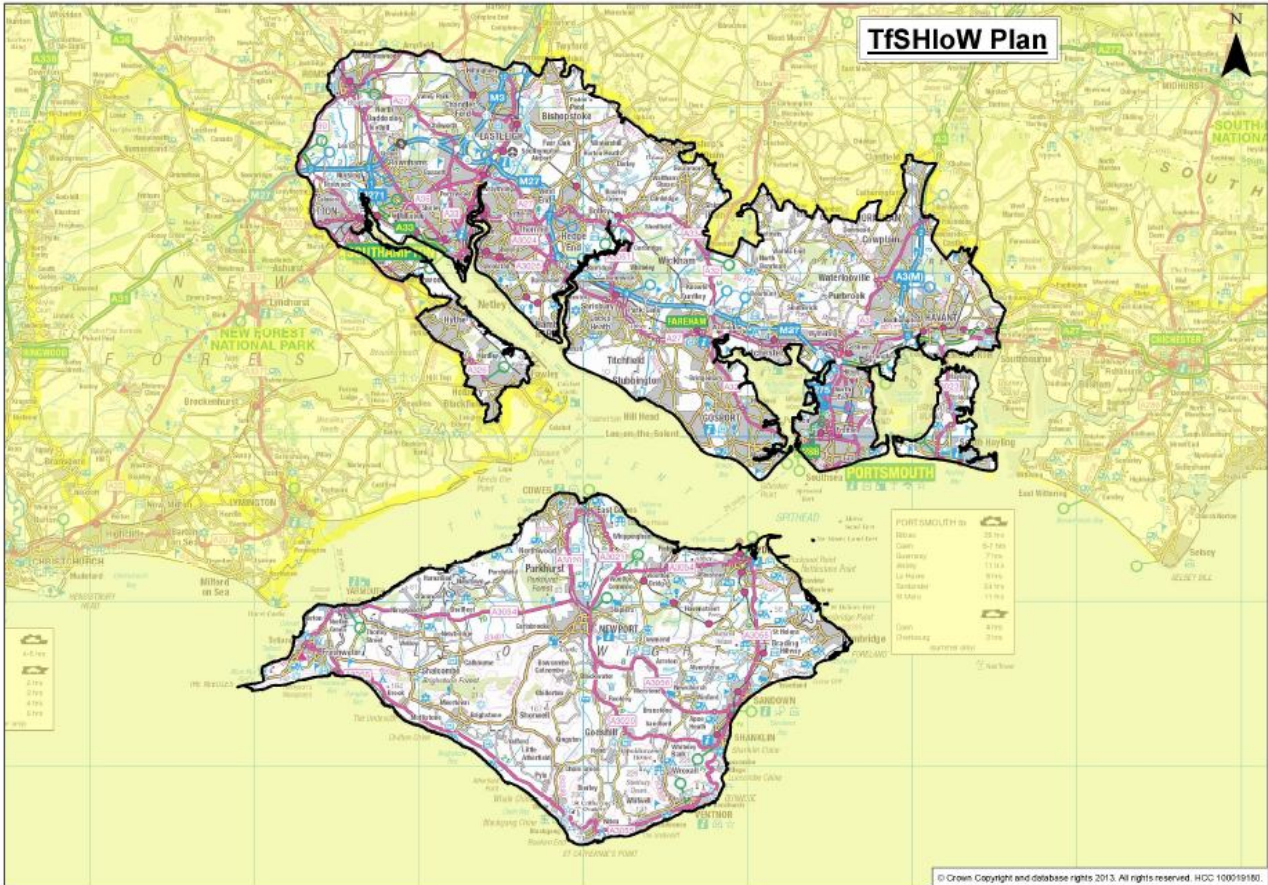
Councillor Séan Woodward   Councillor Shirley Smart   Councillor Ken Ellcome   Councillor Jacqui Rayment

**Hampshire County Council   Isle of Wight Council   Portsmouth City Council   Southampton City Council**

# 1. Introduction

Solent Transport is a partnership comprising the four highway and transport authorities of Hampshire County Council, Isle of Wight Council, Portsmouth City Council and Southampton City Council. The partnership covers the area shown in Map 1.

**Map 1: Solent Transport Area**



By working collectively, Solent Transport provides a more powerful and effective strategic force in improving transport in the area than the four authorities would otherwise achieve by working separately. The partnership recognises that transport movements in this polycentric and interconnected urban area do not respect administrative boundaries and so provides a mechanism through which solutions across boundaries and partners can be developed and funding secured. A strength of the partnership is that the four authorities also pursue independent local priorities as well as working collectively on strategic matters.

This Business Plan captures the changes that have taken place over the past two years, considers the changing landscape and sets out the strategic direction for the partnership to maximise opportunities to improve the transport situation and the role it can play in supporting sustainable economic growth.

## 2. Adapting and Evolving in a Changing Environment

Whilst the 2013-2015 Business Plan was written during a period of political stability, as the Coalition Government had been in power for three years, it covered a period of further change in governance and funding arrangements for transport. Solent Transport has remained successful at keeping ahead of the game in this ever changing environment.

Since the 2013-2015 Business Plan was published, a key theme has been a further move towards devolved and un-ring fenced funding. This was initially established through the devolving of Local Major Transport Funding on a formula basis to Local Transport Bodies, but has now been superseded by **Local Growth Deals** with Local Enterprise Partnerships (LEPs), to fund and deliver local priorities for transport, skills and housing, to support sustainable economic growth outlined in **Strategic Economic Plans**. **Local Growth Deal** funding is un-ringfenced and there is now a much greater emphasis than before on demonstrating how transport investment supports economic growth, through creating jobs and supporting development. Although the Solent LEP is responsible for securing **Local Growth Deal** funding for the area, Solent Transport's **Sub Regional Transport Model (SRTM)** has had an important role providing the necessary transport evidence base in support of scheme Business Cases.

In June 2013, the Coalition Government outlined its proposed spending programme for the 2015/16 to 2020/21 six year period in the HM Treasury's report, **Investing in Britain's Future**. This included a total of **£12 billion** for **Local Growth Deals**. Around half of that funding has now been allocated and locally, the **Solent LEP has secured over £150m** of investment through the **Solent Growth Deal**. A substantial proportion of this funding is for transport schemes. It is anticipated that further bidding rounds will take place after this summer's Spending Review for the unallocated **Growth Deal** funding. The **SRTM** will continue to have an important role providing the evidence for future **Growth Deal** scheme Business Cases.

**Investing in Britain's Future** also highlighted the Government's commitment to funding strategic road and rail infrastructure. This includes a **significant increase in funding** for the **Strategic Road Network (SRN)** between 2015/16 and 2020/21 and maintenance of existing funding levels for strategic rail investment over the same period. From 1 April 2015, Highways England has been established as a Government owned company taking over the Highways Agency's responsibility for managing the SRN. Investment in the SRN is now defined in five year Road Investment Strategy (RIS) periods on a similar basis to Network Rail's Control Periods for rail investment.

The 2014 Autumn Statement defined the investment programme for RIS1 (2015-2020) and the first year of RIS2 (2020-2025). This includes **substantial investment on the SRN in the Solent**, including targeted capacity improvements and the application of Smart Motorways on sections of the M3 and M27 Motorways. Highways England is also proposing to invest in the local road network, where this will benefit the operation of the SRN. This includes capacity improvements to the Eastern Access into Southampton and at Redbridge Roundabout. The total investment proposed by Highways England in the Solent is anticipated to be between £400m and £800m. The SRTM will be a key tool to be used to support feasibility work on these schemes and detailed business cases.

Looking forwards, Solent Transport has an important role working with key partners to support sustainable economic growth in the short, medium and longer term. This includes supporting the work of the **Solent Strategic Land and Infrastructure Board (SSLIB)** and the Partnership for South Hampshire (PUSH) **Spatial Strategy Review**. A key part of this work will be to help develop the **Solent Transport Investment Plan**.

The SSLIB was established through the Solent Growth Deal and is chaired through the Cabinet Office. It is responsible for developing a **Land Asset Strategy**, which will identify public sector land that can be released

for better economic use, including the likely timetable for release. The **Solent Transport Investment Plan** will support the **Land Asset Strategy** by identifying the transport interventions that will be required to support the regeneration and redevelopment of these sites.

Running in parallel with the SSLIB is the PUSH **Spatial Strategy Review**, which will identify the overall location for new development within the Solent over the period to 2036 at a strategic level. This work will then inform the next iteration of Local Plans, which will be developed by the Solent's Local Planning Authorities. It is intended that the SRTM will be used as a transport and land use evidence base to support the **Spatial Strategy Review** and help identify the transport interventions that will be required to support the preferred Spatial Strategy, for inclusion within the **Solent Transport Investment Plan**.

However, in addition to identifying the transport interventions that will support regeneration and development within the Solent, the **Solent Transport Investment Plan** also has a wider role to identify the wider strategic transport improvements that are required to maintain and enhance the competitiveness of the Solent economy. This includes improved connectivity to other parts of the UK and the world.

On the rail network, the soon to be published **Wessex Route Study** will define Network Rail's long term investment plan, starting with the development of detailed investment proposals for Control Period 6 (CP6) (2019-2024). The start of CP6 also coincides with the start of the new South West Trains franchise. The specification of that franchise, alongside appropriate infrastructure improvements in the Route Study, is important to ensure rail plays a more important role in the Solent, particularly for east to west movements. Solent Transport has been involved in the Regional Working Group for this Study.



### 3. Review of 2013 – 2015 Business Plan

In the 2013 – 2015 Business Plan period, Solent Transport has delivered in a number of project areas and these are summarised below.

1. Programme manage the successful delivery of the **Better Connected South Hampshire Local Sustainable Transport Fund (LSTF)** project. This project has delivered a comprehensive range of sustainable transport initiatives across South Hampshire to improve travel choice and increase the proportion of journeys made by walking, cycling and public transport in order to sustainably accommodate increasing travel demand. Specific initiatives delivered by the project include:
  - The **Solent Go** multi-operator, multi-mode public transport smartcard;
  - Investment in sustainable transport infrastructure along nine key corridors and at interchanges; and
  - A targeted behavioural change programme, through the **My Journey** marketing campaign.
2. Programme manage the successful delivery of the **Better Bus Area Fund (BBAF)** project, in partnership with the bus operators in the South Hampshire Bus Operators' Association (SHBOA). Some specific initiatives delivered by the project include:
  - Provision of On Board Wi-fi, Next Stop Audio Visual Equipment and LED Lighting to over 500 buses;
  - Refurbishment of nearly 150 buses;
  - Infrastructure improvements on the Fareham to Gosport Eclipse BRT Route; and
  - A marketing campaign.
3. The **Sub Regional Transport Model (SRTM)** has been used as a comprehensive transport and land use evidence base to support the business cases for schemes funded through the Solent Local Growth Deal. This includes the four schemes prioritised for funding by the Solent Local Transport Body. The SRTM has also been used for a range of other work, including:
  - Providing an evidence base for Local Development Plans and specific development sites;
  - Supporting the work of Highways England, including the development of Local Pinch Point Schemes and feasibility design work on the Smart Motorways project for the M3 and M27 Motorways
4. Publication of a **Public Transport Delivery Plan**, which identified the key priorities for public transport investment in the Solent over the next twenty years.
5. Supporting the work of the **Solent Local Transport Body (LTB)**, which prioritised four schemes, which have secured funding through the Solent Local Growth Deal. Following this prioritisation work, the LTB was disbanded, as future funding for local major transport schemes will be provided on a competitive basis through Local Growth Deals.
6. Review of **Marketing and Communications**. This has led to the re-branding of the partnership as **Solent Transport** and will be re-inforced through anew website, which is under development.

## 4. Strategic Direction

With the recent election of a new Government, we are entering another period of potential change, although many of the principles established by the previous Coalition Government are likely to continue through the new Parliament. In the light of this uncertainty, this Business Plan is only proposed to cover a single year (June 2015 to May 2016). It is anticipated that the next two Business Plans will cover a two year period, which ties into the five year fixed term parliamentary cycle.

A key theme of the previous Coalition Government was devolving funding and requiring a much clearer demonstration that investment in transport infrastructure and interventions will deliver sustainable economic growth. This was initially established through the Local Transport Bodies and then through Local Growth Deals with Local Enterprise Partnerships, where all funding is un-ringfenced and transport investment has to be secured in competition with other local priorities. With over half the Local Growth Deal funding still unallocated, further Local Growth Deal rounds are anticipated.

Devolution of governance is likely to be a key theme of the new Government. Within a week of the election, the Chancellor announced the City Devolution Bill. This provides City Regions with the opportunity to secure greater control and responsibility of transport, housing, skills, health and social care, on the condition that they have an elected, metro-wide mayor. It is unclear at the time of writing, how the Solent will respond to this devolution opportunity.

A key priority for the period of the Business Plan is the development of the **Solent Transport Investment Plan**, which will replace the 2013 Transport Delivery Plan and comprehensively identify the transport interventions that will be required to support sustainable economic growth in the Solent over the next twenty years. This will build on committed transport investment secured through the **Local Growth Deal** and **2014 Autumn Statement**. Section 2 has already set the context for the Plan, but in summary, it will support a number of work strands:

- The work of the **Solent Strategic Land and Infrastructure Board**, including the **Land Asset Strategy** of public sector land assets that could be regenerated and redeveloped for better economic use;
- The **PUSH Spatial Strategy Review** which will strategically identify the locations for new development to support economic growth, looking forward twenty years;
- Strategic transport investment to **improve connectivity** between Solent with other parts of the UK and the World

Solent Transport will have a key role supporting the work to develop the **Solent Transport Investment Plan**, working closely in partnership with the **Solent LEP** and **PUSH**. The **SRTM** is a key evidence base to support this work.

The **2014 Autumn Statement** committed significant investment by Highways England on the M3 and M27 Motorways and complimentary improvements to the surrounding local road network. A key priority for the period of this Business Plan is to progress the development of these schemes towards delivery. The SRTM is a key tool for this work.

Network Rail's **Wessex Route Study** is due for publication during the period of this Business Plan. Working with the Solent LEP and PUSH, Solent Transport will continue to make the case for appropriate investment in Solent's rail network to enable it to support sustainable economic growth, particularly through improving East to West rail connectivity.

Solent Transport has a good track record in bidding for delivering strategic cross boundary transport projects and the recently completed Local Sustainable Transport Fund and Better Bus Area Fund projects are good example of this. Further funding opportunities could arise during the period of this Business Plan,

where a strategic Solent wide bid would be appropriate. The Government is inviting bids for the Low Emission Bus Scheme and it is possible that other transport funding opportunities could arise through the Summer Spending Review. Solent Transport will remain alert to such opportunities and make strategic Solent wide bids, where this is appropriate.

The Better Connected South Hampshire Local Sustainable Transport Fund project was successfully completed during the previous Business Plan. One of the key deliverables from this project was the **Solent Go** multi modal, multi operator public transport smartcard. It is important that **Solent Go** continues to be developed and enhanced, to further simplify access to public transport services and improve uptake. Solent Transport will therefore continue to work with local public transport operators to deliver this. Additional functionality could include the introduction of a bus carnet and a local rail add-on product. Solent Transport will also continue with its on-going role as the scheme administrator of Solent Go.

Solent Transport cannot deliver transport improvements in isolation and high quality partnership working is key to successful delivery. Solent Transport is a successful partnership of the four local transport authorities, but also has an excellent track record in working closely with a range of other important partners. This has been instrumental in securing and delivering significant levels of transport investment for the Solent. Key partners include the Department for Transport, Highways England, Network Rail, South West Trains and locally, the Solent LEP, PUSH and SHBOA. Maintaining and enhancing existing partnerships and where appropriate, developing new relationships will be an important during the period of this Business Plan.

A key theme of the work priorities is a high quality transport and land use evidence base. Since its development in 2011, the **SRTM** has been an essential asset. It has been instrumental in securing significant transport investment for the Solent and has been an important evidence base to identify transport investment priorities and support other work, including Local Development Plans. It is currently being used to support Business Cases for schemes funded through the Local Growth Deal and by Highways England to help the design of the Smart Motorways scheme for the M3 and M27. It is essential that the **SRTM** remains an up to date and fit for purpose evidence base. Funding has been secured to collect new 2015 traffic and travel data, but a high priority for the period of this Business Plan will be to secure further funding to upgrade the SRTM to a new 2015 Base Year, using the collected data.

## Objectives

To reflect the changing context and to provide the strategic direction, Solent Transport will seek to achieve the following objectives:

- Plan and develop transport interventions that enable sustainable economic growth;
- Support the Solent LEP and PUSH in delivering their priorities;
- Identify and co-ordinate bids for transport funding solutions;
- Improve integration across transport modes;
- Support, maintain, strengthen and develop transport partnerships;
- Manage and maintain a robust transport and land use evidence base to support strategy development, identify and prioritise transport interventions and help to secure funding

Guided by these objectives, the core activities for the 2015-16 Business Plan are:

Manage and maintain the SRTM and deliver the 2015 upgrade
Provide strategic transport intelligence and advice to the Solent LEP, through the work of the Solent Strategic Land & Infrastructure Board and Land, Property and Infrastructure Delivery Panel
Provide strategic transport intelligence and advice to PUSH, including support for the Spatial Strategy Review
Provide support into the development of the <i>Solent Transport Investment Plan</i> as the comprehensive transport plan for the Solent area to replace the Transport Delivery Plan
Respond to any emerging funding opportunities by supporting and co-ordinating strategic bids
Work with Network Rail and Train Operators to improve East to West rail connectivity in the Solent
Work with SHBOA to develop a strategic Solent wide bid for the Low Emission Bus scheme
Continue administration and retail responsibilities for Solent Go smartcard and work with SHBOA and other public transport operators to further develop Solent Go products.
Provide support to Highways England through the SRTM for the development of RIS1 schemes, including Smart Motorways
Complete the revised Solent Transport website
Support legacy work for the LSTF Project
Administrate and co-ordinate the Solent Transport Joint Committee
Administrate, co-ordinate and develop the Senior Management Board and Strategy Working Group
Manage application uses of the SRTM

## 5. Governance and Partnerships

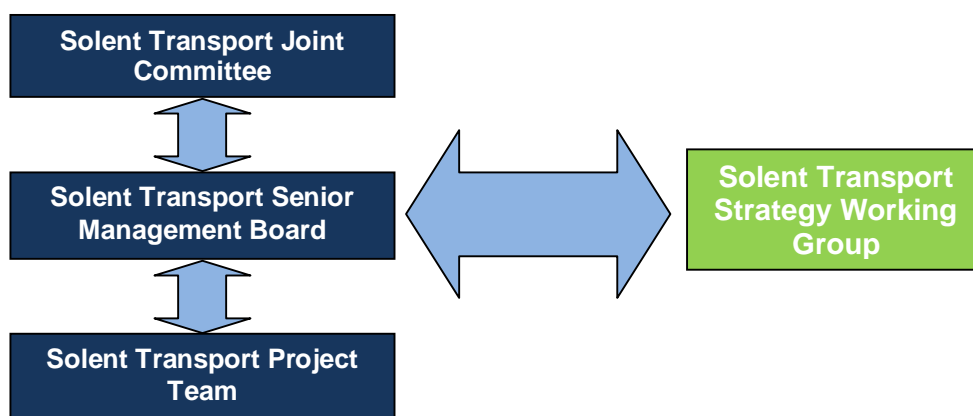
A Joint Management Agreement for Transport for South Hampshire (TfSH) was approved in June 2008, by the three constituent highway authorities. The Agreement formalises the governance arrangements for TfSH and records the intentions of these three authorities to work together. Isle of Wight Council formally accepted an invitation to join TfSH in May 2012 and the partnership was renamed Transport for South Hampshire and Isle of Wight (TfSHIoW) in February 2013 and the Joint Agreement has been updated to reflect this change. In February 2014, the partnership was re-branded **Solent Transport**.

Since transport is a key factor that can have a profound influence on the location and rate of sustainable growth, a relationship exists between Solent Transport and PUSH, which both cover the Solent area (Map 1). This relationship will continue to have a two-way impact on the work of the respective partnerships during the period of this Business Plan, particularly through the development of the Spatial Strategy Review.

There is no formal relationship, presently between Solent Transport and the Solent LEP, but the two bodies are working closely together on key issues, through both the Solent Strategic Land & Infrastructure Board and the Land, Property and Infrastructure Delivery Panel. It is expected that this close working relationship will continue through the period of this Business Plan.

The Solent Transport partnership is structured as a formal Joint Committee, established in accordance with the Joint Management Agreement and Section 102(1) of the Local Government Act 1972. This is supported by a Senior Management Board, comprising the senior transport planning officers of the four highway authorities. This Board is, in turn, served by a number of Working Groups, which involve industry stakeholders to ensure that plans and aspirations are embedded within their respective company plans for investment. The Solent Transport governance structure is shown in Figure 1.

**Figure 1: Solent Transport Governance**



A project team is in place to ensure that Solent Transport delivers in accordance with this Business Plan, ensuring that the organisation is:

- properly resourced;
- involves stakeholders at all appropriate levels;
- results driven; and
- accountable to the constituent authorities.

The project team structure has contracted considerably and currently has provision to be resourced by 3.2 FTEs, although to maintain sufficient budget for the work of the partnership, only 2.2 FTEs are proposed to be filled during the period covered by this Business Plan.

In addition to the local highways and transport authorities, a wide range of stakeholders are affiliated to Solent Transport. These organisations, representing transport authorities and operators, business, government and non-government organisations, are involved through their attendance at the Joint Committee meetings and, as appropriate, through working groups to develop the strategy, or to progress improvements relevant to their particular interest.

The first meeting of the TfSH Joint Committee in October 2007 established a principle for the business planning cycle. In view of the differing electoral cycles of the three constituent authorities, it agreed to follow the political calendar (June to May), rather than financial years. The arrangement would allow incoming Members, during an election year, to influence the shape of future Business Plans rather than commit them to a pre-existing plan based on an April start. Following the establishment of five year fixed term Parliaments, it is now proposed that the Business Plan for the first year of a new Parliament only covers a one year period, instead of the normal two years. This ensures that Solent Transport's Business Planning cycle tie into the parliamentary cycle and that any new policy initiatives implemented by an incoming Government can be more quickly accommodated into the Business Plan process. This Business Plan update covers the June 2015 to May 2016 period. A Work Programme has been prepared to continue the development and establishment of the partnership.

In accordance with the Joint Management Agreement the Solent Transport Joint Committee appointed HCC, PCC and SCC to provide certain services, advice and guidance to Solent Transport. This is to ensure an equitable spread of responsibilities and to utilise existing skills and competences within the authorities. These responsibilities are outlined in Figure 2.

**Figure 2: Responsibilities of the partner authorities**

Responsibility	Lead Authority
Finance matters	Led by Hampshire
Technical matters	Led by Hampshire
Democratic Process	Led by Hampshire
Legal matters	Led by Southampton
Public Relations and Marketing	Led by Portsmouth
Press Releases	With Authority of the Chairperson

As indicated above, the role of Solent Transport in coordinating bidding activity for strategic projects is a core activity. The Joint Committee on 17 October 2008 established the principle that major projects should be vested in the appropriate highway authority as 'Lead Authority' for implementation and construction. The Lead Authority will have the full authority and power to act on behalf of Solent Transport for the purpose of delivering the major project. The distinction between the roles of Solent Transport and the Lead Authority is shown in Figure 2.

**Figure 3: Bidding Protocol**

Project Stage	Responsible Body
Outline specification of schemes and interventions	Solent Transport
Bidding for funding, from various sources	Solent Transport
Outline design and broad order cost estimates	Sourced by Solent Transport
Approval of allocated resources	Notified by Solent Transport
Project development	Lead Highway Authority
Detailed design	Lead Highway Authority
Implementation of scheme or intervention	Lead Highway Authority

Where an authority takes on the role as Lead Authority for a major project within their area, it will be the responsibility of that Lead Authority to provide the advice and guidance relating to all aspects of that particular project.

## 6. Finance

### Financial Protocols

As part of the governance arrangements for Solent Transport, a set of financial protocols have been prepared by the Solent Transport Treasurer, in discussion with the Solent Transport legal adviser, for governing the financial management of Solent Transport. The protocols are available for inspection.

The protocols set out a process for approving projects and recognise the role of Lead Authorities in taking forward the delivery of major projects that have secured funding through the efforts of Solent Transport.

### Budget Planning 2015-16

The partners' contributions to Solent Transport are set out in the table below.

Hampshire County Council	£90,000
Isle of Wight Council	£20,000
Portsmouth City Council	£40,000
Southampton City Council	£40,000

The tables below show the Solent Transport revenue funding forecast for 2015/16. Note that there is currently no proposed capital budget in 2015/16.

Core Revenue Funding 2015/16	
Balance b/f from previous year	£tbc
Partner contributions	£190,000
<b>Total Revenue funding</b>	<b>£tbc</b>

## 7. Work Programme for 2015 - 2016

This work programme builds on and updates that outlined in the previous 2013-15 Business Plan and reflects the emerging priorities.

### Priority Actions 2015-16

1	Manage and maintain the SRTM and deliver the 2015 upgrade
2	Provide strategic transport intelligence and advice to the Solent LEP, through the work of the Solent Strategic Land & Infrastructure Board and Land, Property and Infrastructure Delivery Panel
3	Provide strategic transport intelligence and advice to PUSH, including support for the Spatial Strategy Review
4	Provide support into the development of the Solent Transport Investment Plan as the comprehensive transport plan for the Solent area to replace the Transport Delivery Plan
5	Respond to any emerging funding opportunities by supporting and co-ordinating strategic bids
6	Work with Network Rail and Train Operators to improve East to West rail connectivity in the Solent
7	Work with SHBOA to develop a strategic Solent wide bid for the Low Emission Bus scheme
8	Continue administration and retail responsibilities for Solent Go smartcard and work with SHBOA and other public transport operators to further develop Solent Go products.
9	Provide support to Highways England through the SRTM for the development of RIS1 schemes, including Smart Motorways
10	Complete the revised Solent Transport website
11	Support legacy work for the LSTF project
12	Administrate and co-ordinate the Solent Transport Joint Committee
13	Administrate, co-ordinate and develop the Senior Management Board and Strategy Working Group
14	Manage application uses of the SRTM

### Solent Transport Action Plan 2015-16

Priority Action	Activity	Lead	Solent Transport Staffing Resource (%FTE)	Funding	Delivery	
1	1.1	Manage the SRTM	Solent Transport	10%	Staff Resource	Ongoing
	1.2	Undertake data collection surveys for 2015 Upgrade	Solent Transport	10%	Staff Resource plus £210k	Sept-15
	1.3	Undertake 2015 SRTM Upgrade	Solent Transport	10%	Staff Resource plus £242k	Mar-16
2	2.1	Provide support to Solent Strategic Land & Infrastructure Board	Solent Transport	10%	Staff Resource	Mar-16



	2.2	Provide support to Solent LEP land, property and Infrastructure Delivery Panel	Solent Transport	10%	Staff Resource	Ongoing
3	3.1	Provide strategic transport intelligence and advice to PUSH, including support for the Spatial Strategy Review	Solent Transport	15%	Staff Resource	Ongoing
4	4.1	Provide support into the development of the Solent Transport Investment Plan as the comprehensive transport plan for the Solent area to replace the Transport Delivery Plan.	Solent Transport	20%	Staff Resource	Oct-15 (Stage 1) Mar-16 (Stage 2)
5	5.1	Respond to any emerging funding opportunities by supporting and co-ordinating strategic bids	Solent Transport & Partner Authorities	10%	Staff Resource	Ongoing
6	6.1	Work with Network Rail to ensure Wessex Route Study includes commitment to improving East to West Connectivity	Solent Transport	10%	Staff Resource	July-15
	6.2	Undertake early work with rail industry to influence requirements in next South West Trains franchise	Solent Transport	10%	Staff Resource	Mar-16
7	7.1	Work with SHBOA to develop a strategic Solent wide bid for the Low Emission Bus scheme	Solent Transport, SHBOA & Partner Authorities	15%	Staff Resource	Oct-15
8	8.1	Work with SHBOA to deliver further improvements to Solent Go for bus passengers	Solent Transport	10%	Staff Resource	Mar-16
	8.2	Work with rail industry to extend Solent Go to local rail services	Solent Transport	10%	Staff Resource	Mar-16
	8.3	Maintain on-going support to Solent Go	Solent Transport	5%	£47k	Ongoing
9	9.1	Provide support to Highways England through the SRTM for the development of RIS1 schemes, including Smart Motorways	Solent Transport	10%	Staff Resource	Mar-16

10	10.1	Complete the revised Solent Transport website	Solent Transport	5%	Staff Resource	Jul-15
11	11.1	Support continuation of My Journey brand	Solent Transport	20%	£28k	Mar-16
	11.2	Undertake final monitoring evaluation report of impact of LSTF programme	Solent Transport	5%	£55k	Dec-15
12	12.1	Administrate and co-ordinate the Solent Transport Joint Committee	Solent Transport	10%	Staff Resource	Ongoing
13	13.1	Administrate, co-ordinate and develop the Senior Management Board and Strategy Working Group	Solent Transport	10%	Staff Resource	Ongoing
14	14.1	Manage application uses of the SRTM	Solent Transport	5%	Staff Resource	Ongoing

## 8. Resources and Working Arrangements

The skills and resources available to help the Solent Transport partnership deliver these actions are different from the mainstream transport planning and civil engineering delivery abilities that are necessary in local authorities. The Solent Transport core team needs the following mix of skills and resources at its disposal:

- Programme management (not scheme project management);
- Stakeholder relationship liaison;
- Political awareness;
- Up-to-the-minute knowledge of transport thinking;
- A clear understanding of transport realities;
- Transport modelling awareness;
- Bidding skills;
- Responding quickly to developing opportunities;
- An understanding of the links between transport and economic development;
- Co-ordination and commissioning skills;
- A clear understanding of the roles, priorities, capabilities and limitations of Solent Transport stakeholders; and
- A clear understanding of the needs of residents and the business community.

The mechanism through which this Business Plan will be delivered is:

- The Joint Committee, providing political direction and approval of executive action. This also allows for formal stakeholder representation and meets four times per year (with each LTA hosting area per year);
- Senior Management Board of the local highway and transport authorities providing executive decision making. This meets every two months;
- Strategy Working Group, involving national and regional stakeholders, to determine strategy within the context of the approved Business Plan. This meets every two months;
- Project specific working groups.

The staff resources of the Solent Transport project team (including BBAF and LSTF specific legacy posts) comprise 3.2 FTEs, although one of these posts is currently vacant. To deliver the Action Plan a requirement for 2.2 FTEs has been identified, although this does not account for resources required to support those areas where resourcing requirements are currently unknown.

There may be a requirement for additional resource to be provided by the partner authorities on a project-by-project basis.

## 9. Risk Register

The table below identifies the core risks associated with the delivery of this Business Plan.

Risk #	Risk Detail	Start & End Date	Risk Rating	Mitigation	Risk Owner
1	Change in political support for Solent Transport within one or more of the partner authorities.	06-15 to 05-16	Low	A change in the political situation may impact on partnership working. Members are actively engaged through the Joint Committee process and provide the strategic direction for Solent Transport.	HCC / IoW / PCC / SCC
2	Reduced funding contribution by the partner authorities	06-15 to 05-16	Low	Funding is confirmed for the 2015/16 financial year, which covers the majority of this Business Plan period. However, local Government finances will be under increasing pressure during this Parliament, so risk level may increase in the future.	HCC / IoW / PCC / SCC
3	Failure to secure funding for the 2015 SRTM Upgrade	06-15 to 05-16	Med	Solent Transport has secured sufficient funding to undertake data collection surveys in 2015/16, but does not yet have sufficient funds to undertake the upgrade. External contributions are being sought for this.	Solent Transport
4	Failure to enable external bodies to use the SRTM	06-15 to 05-16	Low	A protocol has been agreed by the Joint Committee, along with a charging schedule. The consultancy project managing the SRTM has the necessary capacity to resource requests for use. External use has increased during the previous Business Plan period.	Solent Transport
5	Failure to secure commitment to East to West rail enhancements	06-15 to 05-16	Med	Solent Transport will continue to make the case for this investment alongside other partners, including the Solent LEP and PUSH.	Solent Transport
6	Failure to maintain existing strategic partnerships	06-15 to 05-16	Low	Key strategic partnerships and relationships are maintained through the TfSHIoW Senior Management Board and through the TfSHIoW Strategy Working Group. These operate on a bi-monthly basis.	HCC / IoW / PCC / SCC