



# **Highways & Engineering Team Plan 2015/16**

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Service Plan: Visible Services  
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## Team Overview – Highways and Engineering

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**The Highways and Engineering** team undertakes a number of key roles for the Council. The team provides a range of statutory and discretionary services directly related to the maintenance, improvement and safe operation of the Council's local road network in accordance with the legal requirements of a local highway authority. The team also provides a comprehensive drainage service fulfilling the statutory role of Lead Local Flood Authority (LLFA) and developing flood management plans and flood reduction and alleviation schemes in accordance with the requirements of the Flood and Water Management Act.

### **The Team's broad functions are:**

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- Routine highway maintenance
- Network management
- Highway design and procurement
- Management and construction of capital works
- Winter maintenance
- Road sign and lining maintenance
- Management and licence holder of waste treatment and recycling facilities at Pantylladron and Court Road
- Management and maintenance of car park facilities
- Incident Management to provide assistance and resolution to the police & public
- Management, maintenance & replacement of street lighting infrastructure
- Management and maintenance of traffic signal infrastructure and traffic bollards
- Flood and Coastal Erosion Risk Management (FCERM)
- Highway and private drainage
- Lead Local Flood Authority (LLFA)
- Civil Parking Enforcement (CPE)
- Management of the council's highway structures
- Management of Abnormal Load movements
- Traffic Management duties

## Our Contribution to Service Plan priorities 2014/15

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Our contribution to the Service Plan priorities last year:

- In partnership with CSS, we are working to improve asset management of the highway infrastructure to target critical maintenance requirements and thereby reduce revenue expenditure. (*Service Objective 2; item 1*)
- We have continued with a programme of converting old street lighting lanterns with new energy efficient LED units funding by the Local Government Borrowing Initiative (LGBI) and augmented with substantial additional capital investment has enabled some 28% of the council's lighting stock converted to LED by the end of the 2014/15 providing significant energy savings and reducing CO2 emissions. (*Service Objective 2; item 1*)
- A street lighting strategy based on the principle of a move to full LED lighting over time (subject to funding) with part night lighting introduced in all appropriate areas of conventional street lighting in the interim has been submitted and approved by Cabinet during 2014. This is hoped to achieve future energy savings of up to £370,000 and 1,300 tonnes of carbon per year. (*Service Objective 2; item 2*)
- We continued work on the details and business case of a strategy to implement car park charging in Barry and Cowbridge Town Centres resulting in a draft Cabinet report being prepared. Pay and display machines were purchased and a consultant was also commissioned to undertake price sensitivity testing in order to finalise the report for Cabinet approval. It is anticipated the Cabinet report will now be submitted this summer 2015/16. The success of this scheme will be measured by the amount of short-term parking opportunities available within each town centre and as a result of increased footfall in the Vale's town centres. (*Service Objective 2; item 3*)
- We have successfully delivered on time and budget the initial phase of the Coldbrook Flood alleviation project comprising drainage improvements within Oakfield Primary School to a value of up to £220k. (*Service Objective 2; item 4*)
- The construction of the main works associated with the Coldbrook Catchment Flood Attenuation scheme has been tendered and is ready to commence and be completed in the new financial year 2015/16 subject to obtaining funding approval from Welsh Government. The flood risk will be reduced when the scheme is implemented through the adoption of a range of appropriate measures that will have been agreed with Natural Resources Wales (NRW) and will reduced flood risk above 1 in 100 year peak flow estimate thereby increasing the protecting of properties that are potentially vulnerable from flooding events. (*Service Objective 2; item 4*)

- We finalised the Local Flood Risk Management Strategy (LFRMS) during December 2013 and this was then approved by the appropriate Welsh Government Minister in June 2014. A range of measures have been adopted to reduce the Vale's vulnerability to flooding in the long term. *(Service Objective 2; item 5)*
- We have worked in conjunction with NRW to complete the necessary flood modelling and carried out significant geotechnical investigations to determine a suitable and workable design for the flood risk management scheme at Boverton which can be implemented at short notice when appropriate funding is allocated by the Welsh Government. A public meeting was held in January 2014 in conjunction with NRW to advise local residents of the situation. Further works are planned for 2015/16 to finalise procurement documentation in anticipation of future funding by NRW. *(Service Objective 2; item 6)*
- We have continued to work with NRW to ensure modelling issues and a preferred design solution is identified to address the flooding issues at Llanmaes. Indicative costs have also been revised and detailed discussions will continue with NRW and WG in 2015/16 towards implementing and funding a financially viable scheme. *(Service Objective 2; item 7)*
- We successfully delivered £1.83M of capital investment in the local highway asset through the Welsh Government's Local Government Borrowing Initiative (LGBI) to improve the Vale's local road network and reduce the highway maintenance backlog by carrying out new carriageway resurfacing and surfacing dressing treatment works in 2014/15. *(Service Objective 2; item 8)*
- We spent an additional £200k on the Big Fill initiative in 2014/15 visiting all 23 wards and encouraging the public to get involved with the reporting of highway defects which resulted in repairing over 4500 extra potholes Vale wide. *(Service Objective 2; item 11)*
- The traffic management team has identified and cost effectively delivered in conjunction with the Highway Construction team several minor highway improvement schemes using internal Capital monies to the value of £180k to address local road safety issues in various parts of the Vale in conjunction with the local communities. *(Service Objective 2; item 9)*
- We also successfully bid for and were awarded some £445k Safe Routes in Communities grant funding to provide an extension of the cycle/footway from Barry Comprehensive to Waycock Cross roundabout; works to convert a zebra to puffin crossing and 20mph zone outside Ysgol Sant Curig in Barry; and upgrading a zebra crossing to puffin on Barry Road (near Hannah Street). *(Service Objective 2; item 9)*
- We successfully achieved financial targets, with the service being self-financing. The joint approach with Bridgend CBC ensured consistent enforcement of parking infringement across the Vale. We commenced the review of the service agreement with BCBC by carrying out a public consultation through September 2014 to obtain the views of the public on civil parking enforcement. *(Service Objective 2; item 9)*

## Our Team Plan 2015/16

<b>Service Outcome 2:</b>		<b>The Vale is a clean, safe, well maintained and sustainable place to live or visit.</b>						
<b>Objective 2:</b>		<b>To improve our highways and infrastructure and manage the effects of climate change on the built and natural environment</b>						
<b>Ref.</b>	<b>During 2015-16 we plan to:</b>	<b>Success Criteria/ Outcomes we'll achieve from this action are:</b>	<b>High, Medium or Low priority</b>	<b>Officer responsible for achieving this action</b>	<b>Start date</b>	<b>Finish date</b>	<b>How will the work be resourced?</b>	<b>Progress</b>
From Service Plan VS/A031	Prepare a Cabinet report for consideration on the implementation of off-street car parking charges in Town Centres	Approval by Cabinet to implement charging regime.	High	Michael Clogg	01/04/2015	30/09/2015	Existing staff resources. 1 FTE for 3 days	
From Service Plan VS/A031	Implement off-street car parking charges in Town Centres	Increase in short-term parking opportunities improving footfall to Town Centres.  Increased income through optimum usage and reduction in traffic congestion.	High	Michael Clogg/ Jon Launchbury/ Steven Arthur	30/09/2015	31/12/2015	Existing staff and budget resources. 2 FTE for 6 weeks.	
From Service Plan VS/A100	Monitor and maintain the local road network in accordance with	Reduce pot holes and liability claims against the council.	High	Ken Evans	01/04/2015	31/03/2016	Existing staff and budget resources. 4 FTE for 9	

	Code of Practice for Highway Maintenance Management	Increased customer / public satisfaction					months.	
From Service Plan VS/A100	Complete the Big Fill initiative throughout the Vale's 22 Ward areas	Reduce pot holes and liability claims against the council.  Increased customer / public satisfaction	High	Ken Evans	01/04/2015	31/03/2016	Existing staff resource and Capital budget allocation. 2 FTE for 6 weeks.	
From Service Plan VS/A091	Develop Vale of Glamorgan Highways Asset Management Plan to include Highway Structures	To assist in the cost effective management of the councils highway infrastructure assets.  This will lead to reducing whole life costs for highway infrastructure including operation, maintenance and replacement of assets in future years.	High	Colin Bright	01/04/2015	31/03/2016	Existing staff and budget resources. 1 FTE for 6 weeks.	
From Service Plan VS/A091	Continued attendance and participation in County Surveyors Society (CSS) Asset Management	To assist in the developing the Highways Asset Management Plan in accordance with best practice and to	High	Colin Bright / Ken Evans	01/04/2015	31/03/2016	Existing staff and budget resources. 2 FTE 2 weeks.	

	Meetings	<p>achieve efficient working practices.</p> <p>Assists with the provision of data to Welsh Government and Welsh Audit office to enable the council to apply for future grant funding for highway asset improvements that may be available in the future.</p> <p>To collate data for submission of APSE annual Roads, Highways and Winter Maintenance benchmarking data.</p>						
From Service Plan VS/A092	Finalise tender procurement documentation and strategy in readiness for implementation of Boverton Flood Alleviation Scheme	<p>To ensure that a tender ready scheme is available for immediate implementation of the scheme upon confirmation of funding approval from NRW.</p> <p>To enable</p>	High	Colin Bright	01/04/2015	30/09/2015	Existing Capital budget allocation. External resource.	



		commencement of a scheme to reduce flood risk to vulnerable properties below a 1 in 100 year rainfall event subject to funding approval from NRW.						
From Service Plan VS/A092	Implementation of construction phase of Coldbrook Catchment Flood Attenuation Scheme. The completion of the construction works will be completed in 2016/17.	Appoint Principal Contractor and commence construction works on site following confirmation of WG external funding approval for the scheme.  To enable commencement of a scheme to reduce flood risk to vulnerable properties below a 1 in 100 year rainfall event.	High	Clive Moon	01/09/2015	31/03/2016	Capital monies and external grant funding from WG. Existing resource, 1 FTE for 10 weeks	
From Service Plan VS/A092	Implementation of flood reduction scheme at Llanmaes Catchment.	Complete redesign works and agree financially viable scheme with NRW to enable	High	Clive Moon	01/04/2015	31/03/2016	Existing staff resource and Capital budget allocation. External grant	

		<p>commencement of a scheme to reduce flood risk to vulnerable properties below a 1 in 100 year rainfall event.</p> <p>Commence implementation of the scheme subject to funding approval from WG.</p>					<p>funding from WG. 1FTE for 8 weeks.</p>	
<p>From Service Plan VS/A073</p>	<p>Review Civil Parking Enforcement in conjunction with partners Bridgend County Borough Council (BCBC).</p>	<p>Review the service agreement to ensure that the service is being carried out in the most cost efficient and effective manner.</p> <p>Reduction in the abuse of parking restrictions resulting in less congestion and improved highway safety.</p> <p>Ensure surplus monies generated is used effectively for highway and</p>	<p>High</p>	<p>Steve Arthur</p>	<p>01/04/2015</p>	<p>31/03/2016</p>	<p>Existing staff and budget resources. 1 FTE 1 weeks.</p>	

		environmental improvement projects in accordance with statutory requirements.						
From Service Plan VS/A073	Implement improvements to Civil Parking Enforcement in conjunction with partners BCBC	Relocate CEO's from the existing base in Alps Depot to Barry Town Centre to reduce travelling time.  Implement and monitor Key Performance Indicators (KPI's) for the service.  Employ a seasonal CEO to increase enforcement of offences in seasonal car parks during summer peak season.	High	Steve Arthur	01/04/2015	31/03/2016	Existing staff and budget resources. 1 FTE for 2 weeks.	
From Service Plan VS/A093	Implement a review of the Highways Service as part of Tranche 1 of the Council's Reshaping services Programme.	Identify £1.1m of	High	Michael Clogg/ Tahir Saleem/ Ken Evans / Jon Launchbury	01/04/2015	31/03/2016	Existing staff and budget resources. 2 FTE for 4 weeks.	

	<p>Set up a Project Management Team to review the Highways Service.</p> <p>Complete Initial Options Appraisal to identify alternate delivery models or efficiency savings.</p> <p>Complete initial Equality Impact Assessment draft</p> <p>Complete Sustainability Checklist</p> <p>Prepare Business Case for submission to Programme Board and Cabinet.</p> <p>Provide regular reports to Programme Board as required.</p>	possible saving for implementation in 2016/17.						
From Service Plan VS/A093	Implement further street lighting and energy savings targets identified as	Identify service improvements or cost savings of £100k to be	High	Ken Evans	01/04/2015	31/03/2016	Existing staff and budget resources. 1 FTE for 4 weeks	

	part of the Council's Reshaping services Programme	implemented in 2016/17.						
From Service Plan VS/A093	Implement a review use of permit only areas identified as part of the Council's Reshaping services Programme	Identify additional income opportunities of £100k to be implemented in 2016/17.	High	Steve Arthur	01/04/2015	31/03/2016	Existing staff and budget resources. 1 FTE for 6 weeks	

# Team Plan (TP) actions 2015/16

<b>Service Outcome 1:</b>		<b>The Vale is a clean, safe, well maintained and sustainable place to live or visit.</b>						
<b>Objective 2:</b>		<b>To improve our highways and infrastructure and manage the effects of climate change on the built and natural environment</b>						
<b>Ref.</b>	<b>During 2015-16 we plan to:</b>	<b>Success Criteria/ Outcomes we'll achieve from this action are:</b>	<b>High, Medium or Low priority</b>	<b>Officer responsible for achieving this action</b>	<b>Start date</b>	<b>Finish date</b>	<b>How will the work be resourced?</b>	<b>Progress</b>
Highways & Engineering HE/TP1	Design and Construction of Safe Routes in Communities 2015/2016 Cycle/ pedestrian Scheme between Wenvoe and Barry Docks Link Road	Safe Cycle and pedestrian facilities delivered	High	Jon Launchbury	01/04/2015	31/03/2016	Existing staff resource using external grant funding from WG. 2 FTE for 10 weeks.	
Highways & Engineering HE/TP2	Identify and implement bus priority measures along Port Road between Culverhouse Cross and St Athan.	Project manage, design and construct specific schemes to improve bus priorities and journey times along the identified route subject to WG external grant funding.	Medium	Jon Launchbury/ Clare Cameron	01/04/2015	31/03/2016	Existing staff resource using external grant funding from WG. 2 FTE for 15 weeks.	Completion date of scheme currently not known

		<p>Assist to encourage modal shift from private vehicle to public transport.</p> <p>Assist in reducing traffic congestion along principal highway routes within the Vale.</p>						
Highways & Engineering HE/TP3	Contribute to the delivery of the Transport Metro for South Wales along Cardiff Road	<p>Assist with the identification, procurement and implementation of schemes to improve bus priorities and journey times along the identified route subject to WG external grant funding.</p> <p>Assist to encourage modal shift from private vehicle to public transport.</p> <p>Reduction in traffic congestion along principal highway</p>	Medium	Tahir Saleem / Clare Cameron	01/04/2015	31/03/2016	Existing staff resource using external grant funding from WG. 1 FTE for 6 weeks.	Completion date of scheme currently not known

		routes within the Vale.						
Highways & Engineering HE/TP4 (DS/A182)	Five Mile Lane - implement a new highway alignment as promoted by Welsh Government	Contribute to the design, procurement and delivery of Five Mile Lane scheme highway alignment subject to WG funding.  Improve highway safety by reducing potential for collisions along Five Mile Lane and improved access to Cardiff Airport and St Athan Enterprise zones to promote and encourage business opportunities.	High	Emma Reed/ John Dent / Mike Clogg	01/04/2015	31/03/2016	Existing staff resource. 0.3 FTE for 6 months.	Currently considering draft Grant offer from WG and risks to the Council
Highways & Engineering HE/TP5 (DS/A181)	Llandough village- Implement and monitor a Trial 20mph zone for Llandough village.	Review of traffic speeds to determine whether the trial has successfully reduced vehicle speeds.	Medium	Emma Reed/ John Dent / Mike Clogg	01/04/2015	31/03/2016	0.25 FTE with funding levered via S106 funding.	
Highways & Engineering	Contribute to the implementation of	Electrification delivered on VOG	High	Emma Reed/ Clare	01/04/2015	31/03/2016	Existing staff resource.	Commencement date of Vale



HE/TP6	electrification of the Vale Line and any station improvements required to accommodate this WG project.	line, upgrade to Barry Station and doubling in frequency on VOG line with shuttle service to Barry Island		Cameron/ Mike Clogg/ Bob Guy/ Peter Thomas/Tom Bevan			Scheme works delivered by WG funding. 0.1 FTE 12 months.	Line works currently not known.
Highways & Engineering HE/TP7	Review option for the safe installation of electric vehicle charge meters at strategic locations on the public highway at potential cost implications.	Completion of feasibility report and identification various cost options and financial models to implement electric charge meters on the highway.	Medium	Steve Arthur / Ken Evans	01/04/2015	31/03/2015	Existing staff resource. 1 FTE for 2 weeks.	
Highways & Engineering HE/TP8	Develop 3 year programme for resurfacing.	Complete and publish programme	Medium	Ken Evans	01/04/2015	30/09/2015	Existing staff resource. 1 FTE for 4 weeks.	
Highways & Engineering HE/TP9	Monitor highway maintenance repair contract for cost and quality	Effective management of external contractors minimising defects and reducing customer complaints.	High	Ken Evans	01/04/2015	31/03/2016	Existing staff resource. 1 FTE for 12 months	
Highways & Engineering	Review and retender / extend	Maintain competitive and	High	Ken Evans / Jon	01/04/2015	31/03/2016	Existing staff resource. 1	

HE/TP10	highways annual contracts to meet needs of service.	cost effective contracts with external suppliers to deliver services in accordance with identified service functions.  This will ensure KPI's are met and reduce customer complaints.		Launchbury			FTE for 12 months	
Highways & Engineering HE/TP11	Ensure financial management and budgetary control within teams.	Successful management of revenue and capital budgets limiting overspend.  Projects and works progressed on time and within budget. Project Management Meetings undertaken on a 4-weekly basis.  Financial reporting and budget ownership.	High	Tahir Saleem/ Steve Arthur/ Ken Evans/ Jon Launchbury	01/04/2015	31/03/2016	Existing staff resource. 4 FTE for 6 weeks	
Highways & Engineering	Carry out review and restructure of Highways and	Implement new structure when agreed and	High	Michael Clogg	01/04/2015	30/09/2015	Existing resource. 1 FTE for 4	

HE/TP12	Engineering.	approved.  This will enable more effective management of service delivery to reduce customer complaints and address Workforce planning issues.					weeks.	
Highways & Engineering HE/TP13	Identify and deliver highway safety improvement schemes using internal Capital to address local road safety issues in various parts of the Vale in conjunction with the local communities.	Reduced collisions and improvements in highway safety within the council's local highway network.	High	Steve Arthur / Jon Launchbury	01/04/2015	33/03/2016	Existing resources and Capital monies. 2 FTE for 6 months	
Highways & Engineering HE/TP14	Respond to customer and Councillor enquiries and complaints within timeframes identified.	Customer satisfaction generally increased in relation to services provided.  Customer complaints reduced.	Medium	Steve Arthur / Jon Launchbury/ Ken Evans/ Colin Bright/ Clive Moon	01/04/2015	31/03/2016	Existing resources. 2 FTE 6 months.	

Highways & Engineering HE/TP15	Contribute to planning process by providing highway and drainage comments/ assessments in relation to new developments, including S278, S38 and commuted sums.	Participate in pre-application meetings and comment on TA's and drainage implications.  Provide information relating to cost and infrastructure requirements.	Medium	Steve Arthur/ Clive Moon	01/04/2015	31/03/2016	Existing resources. 1 FTE 2 months.	
Highways & Engineering HE/TP16	Maintain alley gate initiative and manage existing stock to reduce inappropriate access and improve local environment.	Reduction in rear lane crime and anti-social behaviour.	Medium	Ken Evans	01/04/2015	31/03/2016	Existing resource. 1 FTE 6 weeks.	
Highways & Engineering HE/TP17	Continue programme of converting old street lighting lanterns with new energy efficient LED units and review potential additional funding opportunities in line with the	Increase in the percentage of the council's lighting stock converted to LED by the end of the 2015/16.  Further reduction in energy costs and CO2 emissions to assist	High	Ken Evans	01/04/2015	31/03/2016	Existing resource and capital funding. 2 FTE 1 month.	

	approved street lighting strategy.	in meeting cost savings targets for 2016/17.						
Highways & Engineering HE/TP18	Investigate and work towards the possibility of restarting the previous Police Liaison meetings.	Police Liaison meetings restarted resulting in better communications between council, police and other emergency services.	High	Michael Clogg	01/04/2015	31/12/2015	Existing resource. 1 FTE 1 week.	
Highways & Engineering HE/TP19	Provide CPE update to Cabinet including results of the public consultation exercise carried out in September 2014.	Completion of Cabinet report and submission to Cabinet.	High	Steve Arthur	01/04/2015	30/09/2015	Existing resource. 1 FTE 1 week.	
Highways & Engineering HE/TP20	Contribute towards the successful delivery of S106 funded highway schemes and participate in S106 working group to ensure maximum gain from new developments.	Completion of S106 funded schemes on budget and on time.  S106 projects monitored during 4 weekly Project management meetings.	High	Steve Arthur / Tahir Saleem / Jon Launchbury	01/04/2015	31/03/2016	Existing resource. 2 FTE 6 weeks.	

Highways & Engineering HE/TP21	Continue to participate in the APSE performance networks for Roads, Highways and Winter Maintenance.	Submission of data to APSE with programme.  Review of data to determine council's performance in relation to other council's in their family group.	High	Chris Banfield/ Ken Evans/ Geraint Jones/ Jon Launchbury/ Matt Sewell	01/04/2015	31/10/2015	Existing resource. 1 FTE 2 weeks.	
Highways & Engineering HE/TP22	Review Winter Maintenance Service and implement efficiency savings to meet target savings cost of £80k in FY 2015/16	Cabinet report produced to identify how savings efficiencies will be made whilst maintaining required level of service.  Implementation of efficiency savings to achieve £80k saving.	High	Michael Clogg/ Jon Launchbury	01/04/2015	31/10/2015	Existing resource. 1 FTE 3 weeks.	
Highways & Engineering HE/TP23	Deliver and project manage a variety of internal and external capital infrastructure projects through the in-house	Projects delivered on time and within budget to satisfaction of the client.  Net income on returned on each	High	Jon Launchbury	01/04/2015	31/03/2016	Existing resource. 4 FTE for 6 months.	

	design and construction team to clients specific requirements and to maximise income to the council.	scheme to value of 8-10% of scheme outturn costs to subsidise other budgets.  CSS Wales benchmarking data for design services will reflect and report standard of service provided.						
Highways & Engineering HE/TP24	Continue to participate in and contribute to CSS Wales benchmarking group for design services.	Benchmarking data submitted, analysed and feedback received through CSS Wales.	High	Tahir Saleem / Jon Launchbury	01/04/2015	31/03/2016	Existing resource. 1 FTE 4 weeks.	
Highways & Engineering HE/TP25	Carry out salting and other winter activities on the highway in accordance with the requirements set out in the Vale's Winter Service Manual.	Salting of the highway is carried out when risk of ice formation on the highway surface is identified as a risk.  Collisions or loss of control incidents are minimised due to ice on the carriageway.	High	Jon Launchbury/ Karl Lawrence	01/04/2015	31/03/2016	Existing resource. 3 FTE for 2 months.	

Highways & Engineering HE/TP26	Undertake repairs and maintenance to the highway signing, road markings and highway drainage.	Maintain the public highway for the safe use and convenience of all road users minimising the potential for collisions or other incidents.	High	Jon Launchbury	01/04/2015	31/03/2016	Existing resource. 1.5 FTE.	
Highways & Engineering HE/TP27	Manage off-street car parking provision in Town Centres and at seasonal car parks, including Barry Island traffic management.	Provision of off-street parking to encourage tourism and access to Town Centres.  Reduced congestion within Town Centres and at seaside tourism sites.  Generate a net income from parking charges to subsidise other budgets.	High	Jon Launchbury / Karl Lawrence	01/04/2015	31/03/2016	Existing resource. 2 FTE for 10 weeks.	
Highways & Engineering HE/TP28	Undertake routine highway inspections to ensure Section 58 defence against	Inspections completed on time.	High	Ken Evans	01/04/2015	31/03/2016	Existing staff and budget resources. 4 FTE for 9 months.	



	claims.							
Highways & Engineering HE/TP29	Implement part-night lighting across the Vale as approved by Cabinet during 2014.	Completion of risk assessment criteria for part-night lighting.  Commencing installation of part-night light photo-electric cells.  Completion of installation works and future reduction in energy charges and CO2 emissions.	High	Ken Evans / Michael Clogg	01/04/2015	31/10/2015	Existing resource. 2 FTE for 4 weeks.	
Highways & Engineering HE/TP30	Investigate the cost of developing a new Highway Design Guide for works on the highway.	Identify cost and potential partner to assist in developing new document subject to budget availability.	Medium	Michael Clogg / Steve Arthur / Tom Bevan	01/04/2015	31/03/2016	1 FTE for 1 week.	
Highways & Engineering HE/TP31	Coordinate works on the adopted highway in accordance with the council's statutory function under the Traffic Management Act.	A reduction in congestion and disruption on the Vale's local road network.  Reduction in complaints from	High	Ken Evans	01/04/2015	31/03/2016	Existing resource. 1.5 FTE	

		road users relating to congestion and inconvenience.  Income from fines for inappropriate use of the highway by utility companies.						
Highways & Engineering HE/TP32	Assisting with applications to Welsh Government for transport funding.	Funding requests submitted.  Funding awarded.	High	Clare Cameron/Mike Clogg / Steve Arthur	01/04/2015	31/03/2016	1 FTE for 3 months	
Highways & Engineering HE/TP33	Routine management and maintenance of the council's highway structures and footbridges for public rights of way.	Maintenance works identified and carried out on a priority basis to ensure future integrity of highways structures.  An average of £10k of footbridge maintenance works for public rights of way is carried out each year.	High	Colin Bright	01/04/2015	31/03/2016	1 FTE	
Highways & Engineering	Routine management and	Maintenance works identified	High	Ken Evans	01/04/2015	31/03/2016	2 FTE for 6 months	

HE/TP34	maintenance of the Street lighting, and lit traffic signs and bollards.	and carried out on a priority basis to ensure future integrity of the equipment.  Emergency works carried out make safe damaged street lighting apparatus.						
Highways & Engineering HE/TP35	Promote and develop flood and coastal erosion risk management schemes across the Vale as appropriate.	Schemes identified and priority list maintained.	High	Clive Moon	01/04/2015	31/03/2016	Existing resources. 0.5 FTE	
Highways & Engineering HE/TP36	To undertake duties as LLFA including investigate flooding incidents and maintain a flood asset register in accordance with FWMA.	Cabinet report completed to identify flooding incidents and actions taken.  Asset register compiled and updated as appropriate.	High	Clive Moon	01/04/2015	31/03/2016	Existing resources. 1.5 FTE	
Highways & Engineering HE/TP37	Investigate and deal with private drainage issues and undertake	Resolving private drainage concerns including misconnections.	Medium	Clive Moon	01/04/2015	31/03/2016	Existing resources. 1 FTE	

	works in default.							
Highways & Engineering HE/TP38	Ongoing delivery of SMP policy and actions.	Implementation of SMP policy and delivery of key actions including coastal monitoring.	High	Clive Moon	01/04/2015	31/03/2016	Existing resource. 0.5 FTE	
Highways & Engineering HE/TP39	Continue to provide an out of hours call out service for emergency incidents on the highway.	Attendance at emergency incidents on highway in conjunction with police.	High	Ken Evans / Jon Launchbury / Billy Hunter	01/04/2015	31/03/2016	1 FTE for 5 weeks	