

# Public Document Pack

## CABINET MEMBER FOR TRANSPORT – 10 FEBRUARY 2011

### ADDENDA

#### 2. Questions from County Councillors

##### **Councillor Roy Darke**

"Can the Cabinet Member for Transport confirm that S106 funding (from Rectory Homes development) is still available for needed road safety measures in Jack Straw's Lane?"

##### **Reply from Councillor Rodney Rose, Cabinet Member for Transport**

We currently hold £74,986 of S106 funds, from two separate developments in Jack Straws Lane. However neither of the developers concerned is Rectory Homes. The S106 agreements state that the monies must be used on traffic calming measures in Jack Straw's Lane or any alternatives which achieve similar benefits. Officers have investigated the feasibility of traffic calming measures and are now looking at other improvements in Jack Straws Lane which achieve similar benefits. Residents will be consulted in due course.

##### **Councillor John Sanders**

"In the light of the draconian cuts that the County Council's cabinet says it is compelled to impose on libraries, youth centres and older people, why does the Cabinet Member for Transport not offer to postpone major road works like the Cogges Link and the resurfacing of Iffley Road for three or four years until, according to the Government, the financial crisis will have been resolved and, presumably, Oxfordshire will then be able to afford such projects and in the meanwhile be able to maintain essential services? "

##### **Reply from Councillor Rodney Rose, Cabinet Member for Transport**

The County Council's Cabinet is enforcing cuts necessitated by the Labour Government's ineptitude at controlling the country's finances in recent years, as highlighted in Treasury Reports since 2001.

The Cabinet takes the view that a suitable road infrastructure is also an essential service in Oxfordshire, but actual spending will be decided at the Council next week.

##### **Councillor Mohammed Altaf-Khan**

"As you know Cllr Rodney Rose, the Highfield Residents Association (Headington Oxford) has worked closely with County officers and members for the past four years to deliver a traffic management scheme for Highfield. In doing so the residents have acted entirely in accordance with the aims of the Big Society as embraced by the Council. Despite the Councils stated commitment to the scheme the scheme

budget was halved in December 2010 without prior discussion or consultation with residents. Will the Chairman and officers meet representative of Highfield residents and their local councillors and MP to explain and discuss the funding arrangements for this essential community scheme?

#### **Reply from Councillor Rodney Rose, Cabinet Member for Transport**

The Section 106 funding for Highfield is not restricted and can be spent on other strategic transport aims in the city that are deemed appropriate. Given that the capital budget for transport schemes has been very significantly reduced, we have had to carefully consider how we prioritise 'flexible' developer funds. For this reason the scheme budget has been halved. As a result, and from the results of informal consultation conducted in May 2010, the most popular parts of the scheme were retained. The elements that have been retained also reflect the areas where most accidents have been reported, i.e. the side road junctions.

Interestingly, we had more than 250 responses to the first consultation exercise and only 30 responses from residents in the most recent consultation in December 2010/January 2011. Every household (more than 700) affected by the scheme received a consultation letter so the assumption is that many people were happy with the proposals so did not feel the need to respond.

Bearing this in mind, I do not feel it is necessary to meet representatives of Highfield residents. However, if they so wish they can make representations at Cabinet Member Decisions (Transport) when the report is considered on 24 March.

#### **4. Highway Safety Inspections Policy**

Amended paragraph 16

16. By aligning the response times to the relevant categories, the more urgent work can be prioritised and the less urgent work more efficiently programmed. Although the response times have been reviewed, there is no justification for changing them ***other than to withdraw the 7 day response to facilitate more effective works programming. It is the aim to implement all these policy changes from April 2011.***

Division(s): All

## ITEM

### CABINET MEMBER FOR TRANSPORT – 10 FEBRUARY 2011

#### HIGHWAY SAFETY INSPECTIONS POLICY

##### Report by Deputy Director of Environment & Economy

#### Introduction

1. Oxfordshire County Council has a statutory duty under the Highways Act 1980 to maintain the network in a safe condition. Failure to do so can lead to accidents, third party claims and other significant liability and reputational issues.
2. A regime of programmed safety inspections and procedures exists to identify and respond to potentially hazardous defects so they can be repaired or made safe in accordance with the hazard they present.
3. A revised policy for Statutory Safety Inspections has now been produced that aligns with changes to the network hierarchy and new operational processes (Annex A). The new policy and practice will assist the Council in managing resources and risk and provide a robust mechanism for claims defence.

#### Legal framework

4. Section 58 of the Highways Act 1980 expressly gives the highway authority a special defence in any action against it for damages for non-repair of the highway. This makes it clear that the highway authority does not have a duty to make sure there are absolutely no defects in the road. What it must do is take *reasonable care* to ensure that the highway is not dangerous.
5. This may be accomplished by adherence to an approved policy for safety inspections that reflects an appropriate risk management approach to defect identification and repair.

#### Revised Policy

#### Inspection Regime

6. Processes exist to register defects, to categorise them and to instigate remedial actions, as appropriate. They are identified during routine safety inspections and may also be identified during the course of other work, or be reported by the public direct.

7. For a successful highway claim defence, the County Council must demonstrate that the frequency and type of inspection is appropriate for the route, its location and for the traffic that ordinarily uses it. Furthermore, it is necessary to prove that potentially hazardous defects are identified and categorised in accordance with current policy and that defects so classified are attended to and made safe within the timescales specified.
8. The County Council is responsible for over 4,500 kilometres of carriageway and a similar length of footway. An exercise has recently been undertaken to re-categorise these routes according to the type and volume of traffic they carry and by their relative importance to one another. This exercise has enabled a modified network hierarchy to be established that informs the prioritisation of activities such as the frequency of statutory safety inspections and, potentially, the specification of treatment types. Consequently, the frequency that individual roads and footways are inspected is governed by the priority assigned to them in terms of their maintenance category, as shown in Table 1, Annex A.
9. The County's highway network includes many very minor routes that are essentially no more than farm tracks or access roads serving a small number of properties (Road Maintenance Categories 11 and 12) with little or no real road construction. Technically, the Council has a responsibility to maintain them, but they constitute such a low priority compared with other routes they are unlikely to receive anything more than the occasional minor repair. Furthermore, the speed of traffic along these routes is normally self-regulating and the few people that use them are generally familiar with their condition and can be expected to exercise an appropriate level of care and attention. Consequently, from a risk management approach, it is inefficient to inspect the Category 11 and 12 routes on a routine basis.

### **Risk Management approach**

10. Not all highway defects have a safety implication. Those categorised as non-safety defects are monitored and reviewed periodically by the asset management team and local highway representatives and may be included in works programmes as budgets and priorities permit. Highway defects that are considered potentially hazardous are classified as safety defects and are dealt with on a risk-management basis- an approach that is recommended by the Code of Practice for Highway Maintenance Management (Well-Maintained Highways).

### **Investigatory Levels**

11. The proposed policy advocates a dual approach to the assessment and prioritisation of highway defects. The first step involves the use of investigatory levels to help qualify whether a defect has a safety or a non-safety implication. The investigatory levels are dimensions that relate to specific types of defect (Annex B). Although defects that meet or exceed the relevant investigatory levels may generally be deemed to present a hazard, each situation must be taken in context. Consequently, the investigatory levels are not absolute

thresholds – they are used to assist Inspectors to make reasoned judgements as to whether a defect has a safety implication or not.

12. Those defects identified as safety defects are subsequently appraised using a risk matrix to determine the level of hazard and the appropriate response time. The investigatory levels have been set based on officer judgement and with reference to practice elsewhere.
13. It should be noted that not all defects have investigatory levels assigned to them because, by their nature, some defects are difficult to quantify and define and are best dealt with by reference to the risk matrix only. Similarly, it is not necessary to assign investigatory levels to non-safety defects.

### **Response Times**

14. Standard response times are assigned to each category of safety defect that define the timescales for attending site and making defects safe. In situations where it is not possible to effect immediate repairs the defects may be isolated and/or guarded until repairs can be safely undertaken.
15. The response times are as follows:

Safety Defects	
Defect Category	Response Time
Category 1A	2 hours
Category 1B	24 hours
Category 2	28 days

16. By aligning the response times to the relevant categories, the more urgent work can be prioritised and the less urgent work more efficiently programmed. Although the response times have been reviewed, there is no justification for changing them. Consequently, the proposed response times do not differ from those in the current policy.
17. During exceptional circumstances, such as prolonged or intense periods of severe weather, it may not be possible to carry out safety inspections or to respond within the specified timescales. In these exceptional situations, the normal levels of service may be temporarily suspended, but only with the Deputy Director - Highways and Transport's prior written approval. Where warranted, this action will reinforce the County's claims defence.

### **Financial and Staff Implications**

18. Guidance documents and work processes are being developed alongside the Safety Inspections Policy to support the consistent identification of defects and efficient operational procedures. Together, the Safety Inspection Policy and associated procedures will help provide a more resilient S58 claims defence. The cost of all highway claims to the Council last year was in excess of £700k, the majority being pothole and surface condition related claims. The number of

similar claims this year has already increased by approximately 130% following last years' severe winter and will increase further following the most recent cold spell.

19. Driven inspections require a two person team. One to drive the vehicle and the other to identify and record defects. This conflicts with current Oxfordshire County Council practice where inspectors are unaccompanied on all routes other than high-speed roads. Consequently, it will be necessary to provide dedicated drivers or other staff to team up with Inspectors for driven inspections. This issue is already being addressed.

## **RECOMMENDATION**

20. **The Cabinet Member for Transport is RECOMMENDED to:**
  - (a) **approve the Highway Safety Inspections Policy as set out in Annex A to this report;**
  - (b) **approve the Highway Defect Investigatory Levels as set out in Annex B to this report;**
  - (c) **to authorise the Deputy Director for Environment & Economy - Highways and Transport to issue a written instruction to temporarily suspend service standards as set out in the Highway Safety Inspections Policy during or as a result of exceptional adverse weather conditions or other exceptional disruptive events.**

STEVE HOWELL  
Deputy Director of Environment & Economy  
Highways & Transport

Background papers: Nil  
Contact Officer: Kevin Haines, Highways Asset Manager  
Tel 01865 815687

February 2011

**OXFORDSHIRE COUNTY COUNCIL**

**ANNEX A**

**Policy for  
Highway Safety Inspections**

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## Policy Statement

### Introduction

This document sets out the Policy and Standards that are deemed applicable to Oxfordshire's road network for assessing the occurrence of safety defects within the highway boundary.

The Council, as a Highway Authority, is required under Section 58 of the Highway Act 1980<sup>1</sup> to carry out at periodic intervals a safety inspection of the highway network. A statutory defence requires the authority to prove that it operates a reasonable and adequate inspection system for highway repair and maintenance, providing a special defence in action against the authority for damages for non-repair of the highway.

### Network

This policy relates to all classes of carriageway, footway and cycleway and these will be subject to routine monitoring as described in this policy.

The occurrence of defects reported through the Public Enquiry process will also be investigated where it is likely that the safety risk is significantly higher than normal or if information from the Police or members of the public suggests a safety hazard to the highway user.

Motorway and All Purpose Trunk Roads that may pass through the Oxfordshire County Council's geographical boundary are the responsibility of the Highways Agency and their Agents and as such are outside the remit of this policy.

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<sup>1</sup> The UK Statute Law Database - <http://www.statutelaw.gov.uk/>



**Frequency**

The following tables set out the frequency of inspection for different parts of the highway network.

OCC Road Maintenance Hierarchy		Inspection Frequencies	National Code of Practice categories	
1	Motorway	Responsibility of the Highways Agency and their Agents		
2	All Purpose Trunk Road	Responsibility of the Highways Agency and their Agents		
3	National Primary Route	1 month	2	Strategic routes
4	County Primary Route	1 month		
5	Secondary County Route	3 month	3a	Main distributor roads
6	Local Distributor Road	3 month	3b	Secondary distributor roads
7	Collector Road	6 month	4a	Local roads / interconnecting
8	Minor Collector Road	6 month		
9	Service Road	Annual	4b	Local access routes
10	Minor Service Road	Annual		
11	Minor Lane	Not Inspected	No Equivalent	
12	Track	Not Inspected		

**Table 1**

These frequencies have been determined based upon categories within the road maintenance hierarchy with due regard to traffic use, characteristics and trends. Additionally, other Oxfordshire County Council policies and objectives<sup>2</sup> - together with operational considerations - have been considered in the formulation of inspection routes.

Footway Hierarchy		Inspection Frequencies	National Code of Practice categories	
1A	Town Centres	1 month	1(a)	Prestige Area
1	Core Pedestrian Routes	1 month	1	Primary Walking Route
2	Local Pedestrian Routes	3 month	2	Secondary Walking Route
3 & 4	All other footways	Annual	3	Link Footway
			4	Local Access Footway

Cycleway Hierarchy		Inspection Frequencies	National Code of Practice categories	
A	Cycle routes in carriageway	As Carriageway	A	Part of Carriageway
B	Core Cycle Routes	3 month	B / C	Remote from Carriageway Cycle Trails
C	National Cycle Network	6 month		
D	Non-Core Cycle Routes	Annual		

**Table 2**

Note: The footway and cycleway network hierarchies are currently under review.

**Compliance with the frequency of inspection**

The compliance on the inspection cycle is provided in the following table:

Type of Inspection	Tolerance
1 Month Inspections	30 days from date of last inspection + or – 7 calendar days.
3 Month Inspections	90 days from date of last inspection + or – 14 calendar days.
6 Month Inspections	178 days from date of last inspection + or – 14 calendar days.
Annual inspections	1 year from date of last inspection + or – 28 calendar days.

**Table 3**

<sup>2</sup> Transport Asset Management Plan

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## **Method of Inspection**

### ***By foot***

In urban areas where footways are present, the inspections are to be carried out on foot.

### ***By vehicle***

In rural areas inspections are generally to be carried out from a conspicuous slow moving vehicle.

Driven inspections require a two person team. One person to drive the vehicle and the other to identify and record the defects found.

A risk assessment is required to highlight any sections of the highway network that demand the use of additional traffic management.

### ***By bicycle***

Cycleways remote from the highway edge may be inspected by bicycle where appropriate.

All Safety Inspections must be carried out in accordance with approved Oxfordshire County Council Health and Safety policies and procedures.

## **Items for Inspection**

The items to be assessed during Highway Safety Inspections will include such assets or components as carriageway, footway, cycleway, verge, ironwork, fencing, signing, structures and other street furniture items.

A detailed list of the items inspected and the defects that may occur is contained within Oxfordshire County Council's current version of the Highway Safety Inspections Guidance Manual.

## **Degree of Deficiency and Nature of Response**

Whilst conducting safety inspections all observed defects that provide a risk to highway users should be recorded and a risk assessment undertaken to determine the level of response.

Additionally, some defects have also been allocated a minimum size below which they are not classified as safety defects. The authority may use this distinction to support the programming of minor works to protect the asset before a safety related issue arises.

The degree of deficiency in highway components is crucial in determining the nature and speed of response. The particular on-site circumstances need to be considered when making a judgement on the likely risk presented by a particular defect; for example, the degree of risk from a pothole relates not just to it's depth but also to it's area and location.

The Local Authority Code of Good Practice<sup>3</sup> defines defects in two categories;

- Category 1 - those that require prompt action because they represent an immediate or imminent hazard or because there is a risk of short term structural deterioration.
- Category 2 - all other defects

Oxfordshire County Council has adopted this approach but further sub-divided these categories into a hierarchy which reflects the required response times based upon the outcome of a risk assessment:

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<sup>3</sup> "Well- Maintained Highways" – Code of Practice for Highways Maintenance Management – July 2005 + updates

The priority of response that a defect is to be allocated is based upon risk assessment which considers impact against probability (likelihood).

$$\text{Risk Level} = \text{Risk Impact} \times \text{Risk Probability}$$

		PROBABILITY			
		VERY LOW	LOW	MEDIUM	HIGH
IMPACT	NEGLIGIBLE	1	2	3	4
	LOW	2	4	6	8
	NOTICEABLE	3	6	9	12
	HIGH	4	8	12	16

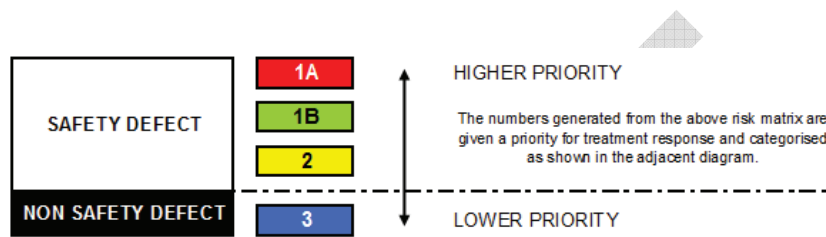


Figure 1

**Response Times**

Defects are categorised according to their risk level as identified from the risk matrix. They will be attended to within the following timescales:

- Category 1A defects: 2 hours
- Category 1B defects: 24 hours
- Category 2 defects: 28 days
- Category 3 defects: Programmed repair or monitor

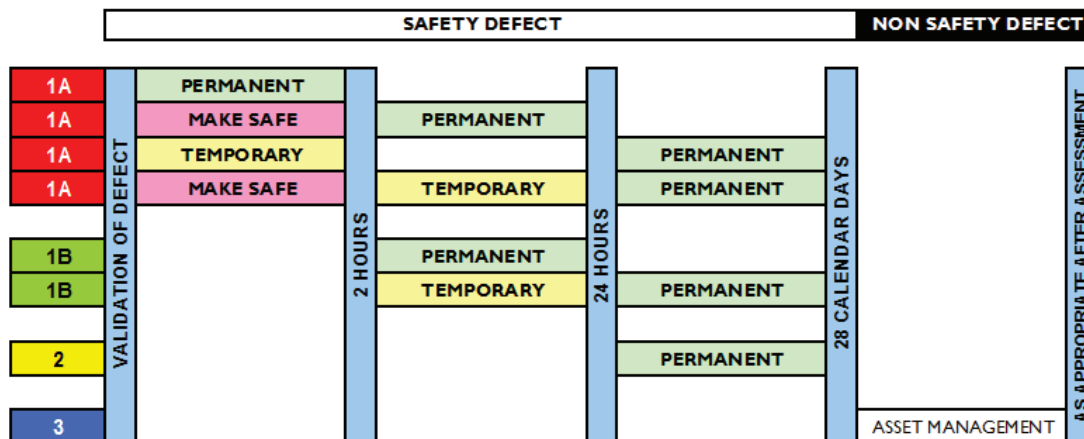


Figure 2

In general a permanent repair is preferred to rectify the defect, but in some instances this will not be possible. If a temporary repair is made, then the timescale allowed for a permanent repair is extended to the next response interval. However it will not be acceptable to leave an urgent defect with signing and guarding (i.e. an immediate “make safe” response) for 28 days without permanent repair.

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With regard to this policy, a permanent repair is a repair that conforms to good practice and is fit for purpose (a service life in excess of 2 years from completion date irrespective of adverse weather and/or traffic).

The process for managing the recording of defects and the programming of their repair is contained within separate documents<sup>4 5 6</sup>.

DRAFT

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4 CM01 – Defect identification and repair – Category 1 & 2 safety defects

5 CM01A – Entry of Defects through CSC

6 CM08 – Management of non-safety defects

## **OXFORDSHIRE COUNTY COUNCIL**

### **Policy for Highway Safety Inspections**

#### **ANNEX B**

### **Highway Defect Investigatory Levels**

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		
Minor Carriageway	Carriageway	Pothole	1A	1B	2	40mm depth   150mm diameter	3
Minor Carriageway	Carriageway	Multiple Potholes				RISK ASSESSED	3
Minor Carriageway	Carriageway	Flooding	DEALT WITH AS INCIDENT	1B	2	RISK ASSESSED	
Minor Carriageway	Carriageway	Standing Water		1B	2	RISK ASSESSED	
Minor Carriageway	Carriageway	Spillage		1B	2	RISK ASSESSED	
Minor Carriageway	Carriageway	Debris		1B	2	RISK ASSESSED	
Minor Carriageway	Carriageway	Open Joint	1A	1B	2	30mm gap   300mm length	3
Minor Carriageway	Carriageway	Cracking around ironwork			2	RISK ASSESSED	3
Minor Carriageway	Carriageway	Cracking	1A	1B	2	30mm gap   300mm length	3
Minor Carriageway	Carriageway	Crazing	1A	1B	2	RISK ASSESSED	3
Minor Carriageway	Carriageway	Uneven	1A	1B	2	RISK ASSESSED	3
Minor Carriageway	Carriageway	Fatting	1A	1B	2	RISK ASSESSED	3
Minor Carriageway	Carriageway	Loose slab / block	1A	1B	2	RISK ASSESSED	
Minor Carriageway	Carriageway	Missing slab / block	1A	1B	2	RISK ASSESSED	
Minor Carriageway	Carriageway	Rocking slab / block	1A	1B	2	RISK ASSESSED	
Minor Carriageway	Carriageway	Weed Growth			2	RISK ASSESSED	
Minor Carriageway	Carriageway	Obstruction	INCIDENT	1B		RISK ASSESSED	
Minor Carriageway	Carriageway	Edge Deterioration			2	40mm Depth   150mm diameter	3
Minor Carriageway	Carriageway	Difference in Level	1A	1B	2	25mm upstand	3
Minor Carriageway	Carriageway	Worn HFS			2	RISK ASSESSED	3
Minor Carriageway	Carriageway	Rutting			2	40mm depth	3
Minor Carriageway	Carriageway	General minor deterioration				RISK ASSESSED	3
Minor Carriageway	Carriageway	Damaged Coloured surfacing				RISK ASSESSED	3

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		
Footways & Cycleways	Footway, Cycleway	Pothole	1A	1B	2	20mm depth   100mm diameter	3
Footways & Cycleways	Footway, Cycleway	Open Joint	1A	1B	2	20mm gap   200mm length	
Footways & Cycleways	Footway, Cycleway	Cracking around ironwork			2	RISK ASSESSED	
Footways & Cycleways	Footway, Cycleway	Difference in Level	1A	1B	2	20mm upstand	
Footways & Cycleways	Footway, Cycleway	Cracking	1A	1B	2	20mm gap   200mm length	3
Footways & Cycleways	Footway, Cycleway	Crazing	1A	1B	2	RISK ASSESSED	3
Footways & Cycleways	Footway, Cycleway	Slippery surface	1A	1B	2	RISK ASSESSED	3
Footways & Cycleways	Footway, Cycleway	Flooding	DEALT WITH AS INCIDENT	1B	2	RISK ASSESSED	
Footways & Cycleways	Footway, Cycleway	Standing Water		1B	2	RISK ASSESSED	
Footways & Cycleways	Footway, Cycleway	Spillage / Debris		1B	2		
Footways & Cycleways	Footway, Cycleway	Loose Slab / Block	1A	1B	2	RISK ASSESSED	
Footways & Cycleways	Footway, Cycleway	Missing Slab / Block	1A	1B	2	RISK ASSESSED	
Footways & Cycleways	Footway, Cycleway	Rocking Slab / Block	1A	1B	2	RISK ASSESSED	
Footways & Cycleways	Footway, Cycleway	Weed Growth			2	RISK ASSESSED	
Footways & Cycleways	Footway, Cycleway	Obstruction	INCIDENT	1B		RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Gullies and Covers	Gully, Ironwork, Manhole	Difference in Level	1A	1B	2	25mm upstand	
Gullies and Covers	Gully, Ironwork, Manhole	Difference in component levels	1A	1B	2	25mm upstand	
Gullies and Covers	Gully, Ironwork, Manhole	Rocking under load	1A	1B	2	RISK ASSESSED	
Gullies and Covers	Gully, Ironwork, Manhole	Missing	1A			RISK ASSESSED	
Gullies and Covers	Gully, Ironwork, Manhole	Parallel grating	1A	1B	2	RISK ASSESSED	
Gullies and Covers	Gully, Ironwork, Manhole	Smooth surface	1A	1B	2	RISK ASSESSED	
Gullies and Covers	Gully, Ironwork, Manhole	Damaged	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Kerbs, Edgings and Channels	Kerb, Dropped Kerb, Channel	Loose / Rocking Module		1B	2	RISK ASSESSED	
Kerbs, Edgings and Channels	Kerb, Dropped Kerb, Channel	Damaged			2	RISK ASSESSED	
Kerbs, Edgings and Channels	Kerb, Dropped Kerb, Channel	Misaligned (single module)			2	25mm upstand	
Kerbs, Edgings and Channels	Kerb, Dropped Kerb, Channel	Uneven (run of modules)			2	25mm upstand	
Kerbs, Edgings and Channels	Kerb, Dropped Kerb, Channel	Missing	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Highway Drainage	Gully, Catchpit, Interceptor, Grip, Ditch, Filter Drain	Blockage		1B	2	RISK ASSESSED	
Highway Drainage	Gully, Catchpit, Interceptor, Grip, Ditch, Filter Drain	Flooding	1A	1B	2	RISK ASSESSED	
Highway Drainage	Gully, Catchpit, Interceptor, Grip, Ditch, Filter Drain	Flood Nuisance to Property	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Street Furniture	Bus Shelter, Bollard	Damaged / Unsafe	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Grassed Areas	Verge, Visibility Splay, Embankment, Cutting	Inadequate Visibility	1A	1B	2	RISK ASSESSED	
Grassed Areas	Verge, Visibility Splay, Embankment, Cutting	Injurious weeds		1B	2	RISK ASSESSED	
Grassed Areas	Verge, Visibility Splay, Embankment, Cutting	Wheelrut		1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY 3
			1A	1B	2		
Trees	Tree	Unstable	DEALT WITH AS INCIDENT		2	RISK ASSESSED	
Trees	Tree	Dead Tree			2	RISK ASSESSED	
Trees	Tree	Dying / dead branch			2	RISK ASSESSED	
Trees	Tree	Overhanging branch			2	RISK ASSESSED	
Trees	Tree	Fallen branch			2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY 3
			1A	1B	2		
Fences and Barriers	Safety Fence, Boundary Fence	Damaged Fence	DEALT WITH AS INCIDENT	1B	2	RISK ASSESSED	
Fences and Barriers	Safety Fence, Boundary Fence	Damaged Post		1B	2	RISK ASSESSED	
Fences and Barriers	Safety Fence, Boundary Fence	Missing		1B	2	RISK ASSESSED	
Fences and Barriers	Safety Fence, Boundary Fence	Accident damage		1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY 3
			1A	1B	2		
Road Studs	Road Stud	Damaged / Missing Cateye	1A	1B	2	RISK ASSESSED	
Road Studs	Road Stud	Damaged / Missing Stud	1A	1B	2	RISK ASSESSED	
Road Studs	Road Stud	Incorrect colour	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY 3
			1A	1B	2		
Road Marking	Longitudinal Line, Hatched Line, Special and Transverse Lines, Road Lettering	Worn			2	RISK ASSESSED	
Road Marking	Longitudinal Line, Hatched Line, Special and Transverse Lines, Road Lettering	Missing	1A	1B	2	RISK ASSESSED	
Road Marking	Longitudinal Line, Hatched Line, Special and Transverse Lines, Road Lettering	Incorrect	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY 3
			1A	1B	2		
Traffic Signal	Traffic Signal, Pedestrian Crossing	Damaged	DEALT WITH AS INCIDENT	1B	2	RISK ASSESSED	
Traffic Signal	Traffic Signal, Pedestrian Crossing	Signals obscured		1B	2	RISK ASSESSED	
Traffic Signal	Traffic Signal, Pedestrian Crossing	Signals stuck		1B	2	RISK ASSESSED	
Traffic Signal	Traffic Signal, Pedestrian Crossing	Lamp Failure		1B	2	RISK ASSESSED	



Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	On during day			2	RISK ASSESSED	
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	Broken lamp		1B	2	RISK ASSESSED	
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	Exposed electrics	1A	1B		RISK ASSESSED	
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	Accident damage	DEALT WITH AS INCIDENT			RISK ASSESSED	
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	Lamp obscured		1B	2	RISK ASSESSED	
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	Poor structural condition	DEALT WITH AS INCIDENT	1B	2	RISK ASSESSED	
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	Missing	1A	1B	2	RISK ASSESSED	
Street Lighting / Electrical	Streetlight, illuminated bollard, Internally Illuminated Sign, External illuminated sign.	Shell damaged/missing	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Utility Defect	N/A	Section 81	1A	1B	2	RISK ASSESSED	
Utility Defect	N/A	Reinstatement	1A	1B	2	RISK ASSESSED	
Utility Defect	N/A	Excavation	1A	1B		RISK ASSESSED	
Utility Defect	N/A	Leak	INCIDENT			RISK ASSESSED	
Utility Defect	N/A	Signing and Guarding	1A	1B		RISK ASSESSED	
Utility Defect	N/A	Other	1A	1B	2	RISK ASSESSED	

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Structures	Bridge under, Bridge over, Subway, Embankment / Cutting, Retaining Wall	Bridge Strike	DEALT WITH AS INCIDENT			RISK ASSESSED	
Structures	Bridge under, Bridge over, Subway, Embankment / Cutting, Retaining Wall	Damaged parapet	DEALT WITH AS INCIDENT			2	RISK ASSESSED
Structures	Bridge under, Bridge over, Subway, Embankment / Cutting, Retaining Wall	Abutment settlement			2	RISK ASSESSED	
Structures	Bridge under, Bridge over, Subway, Embankment / Cutting, Retaining Wall	Expansion Joint failure			2	RISK ASSESSED	
Structures	Bridge under, Bridge over, Subway, Embankment / Cutting, Retaining Wall	Crack	DEALT WITH AS INCIDENT			2	RISK ASSESSED
Structures	Bridge under, Bridge over, Subway, Embankment / Cutting	Slip	DEALT WITH AS INCIDENT			2	RISK ASSESSED
Structures	Bridge under, Bridge over, Subway, Embankment / Cutting, Retaining Wall	Bulge	DEALT WITH AS INCIDENT			2	RISK ASSESSED

Activity Code	Inventory Item	Defect	SAFETY DEFECT			INVESTIGATORY LEVEL	Non-SAFETY
			1A	1B	2		3
Signs	non-illuminated sign, markerpost	Faded Sign	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Missing Sign	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Damaged Post	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Damaged Sign	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Obscured Sign	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Accident Damage	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Misaligned	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Unauthorized Sign	1A	1B	2	RISK ASSESSED	
Signs	non-illuminated sign, markerpost	Sign Face Dirty/Graffiti	1A	1B	2	RISK ASSESSED	