



Audit and Governance Committee

Oxford City Council Agency Agreement
(S42 and S101)

4 July 2019



The Agreement

Two components

- Section 42 of Highways Act been in place many years covering non-classified Rds
- Section 101 Agreement of Local Government Act 1972 operational since September 2018 covering the classified network
- All relate to roads within Oxford City Boundary only

Devolves responsibility to the City Council to undertake

- Reactive maintenance to ensure roads and pavements are safe
- Routine and cyclical maintenance to ensure drains are clear, grass is cut, etc
- Small planned maintenance works such as patching

NB: National and OCC policies to be followed when prioritising and making decisions



The Agreement

Budget

- 2 year rolling commitment
- Year 2 agreed Jan each year in preparation of financial year ahead
- 19/20 and 20/21 agreed at value of £2.6m
- 21/22 to be agreed Jan 2020

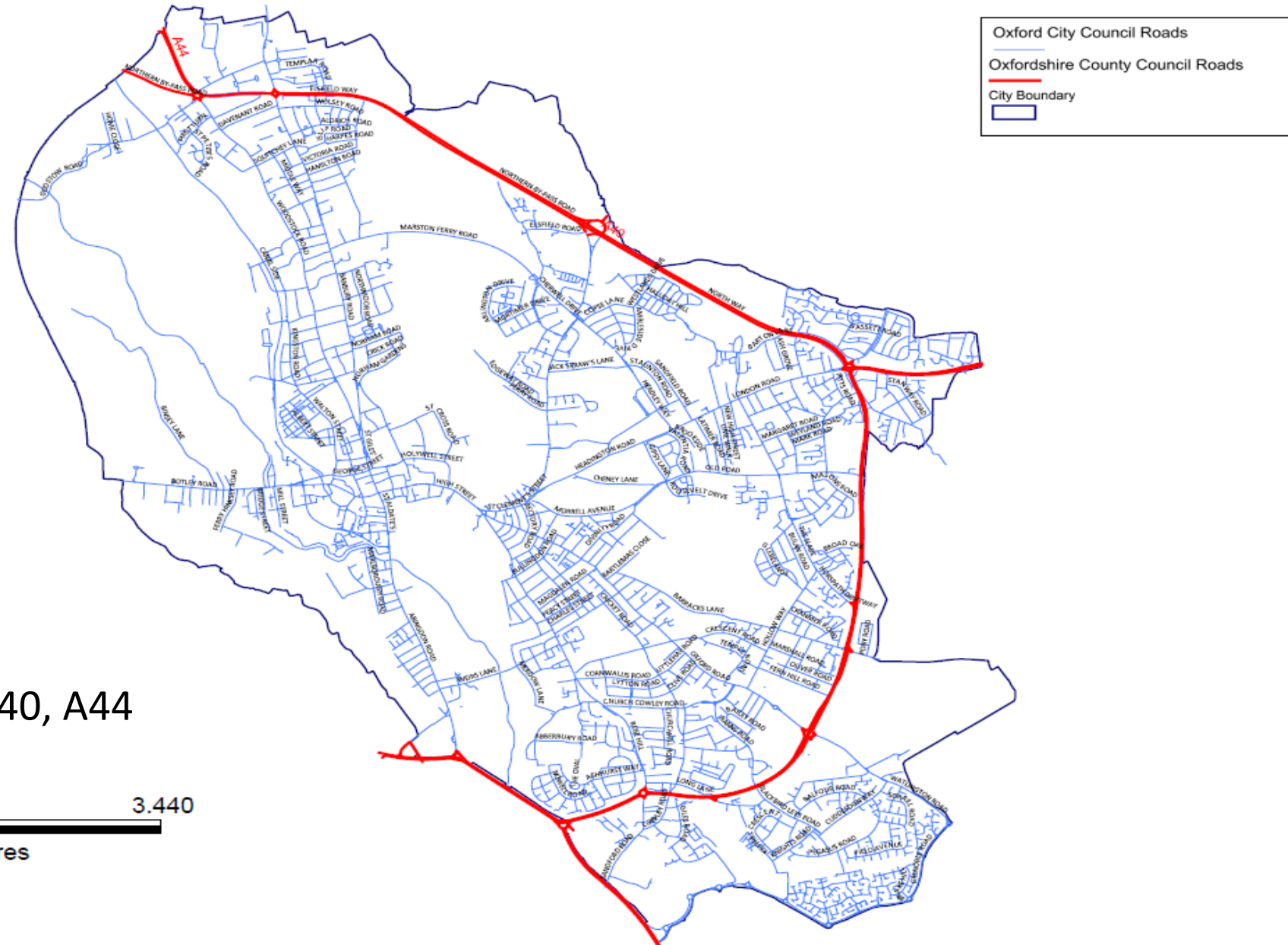
Duration

- Commenced 3rd Sept 2018 runs until 31st March 2022, with option to extend to 2023
- 12 month termination period



Network Covered

MAINTENANCE RESPONSIBILITY OF ROADS IN OXFORD CITY



Exclusions:

- Ring road
- Main Routes in: A4074, A40, A44



Activities Covered

Repair of potholes (safety defects)	Adverse weather response- emergency road repairs/clearing debris
Maintenance and replacement of street signs and lines	Incident response - emergency road repairs/clearing debris
Surveying and Maintenance of highway trees	Public rights of Way - excluding structures and legal definition issues
Cutting of grass verges	Highway surface treatments- typically comprising surface dressing etc
Minor highway modifications that provide improvements to safety access such as dropped kerbs or extra gullies	Highway reconstruction schemes by prior agreement with OCC
Winter maintenance- salting of key Routes as directed by OCC who co-ordinate the countywide response based on weather Forecast/conditions	Disabled parking spaces- assessment and implementation
Clearance, jetting and emptying of drainage gullies	<i>EXCLUSIONS:</i> <ul style="list-style-type: none">• <i>Legacy structural issues other than keep safe</i>• <i>Costs of high spec materials</i>



OCC Responsibilities

- Remains ultimately responsible for the highway network
- Retains management for the medium and large planned maintenance schemes
- Provide funding to undertake the works as outlined in the agreement
- Ensure the City (and ODS) comply with National and OCC policy and procedures when assessing, making decisions, and carrying out works
- Investigate any complaint or dissatisfaction that is escalated to OCC and can't be resolved with the City directly.



City Responsibilities

- Perform delegated functions and undertake with all due skill, care and diligence in accordance with the agreement
- Comply with statutory requirements, OCC policies, procedures, protocols and guidance related to the delivery of highway functions
- Indemnify OCC of all actions, claims and costs which may arise from any act, omission or neglect on the part of the City Council
- Operate defect reporting and resolution system and generate accurate reports for OCC to understand location and repairs undertaken
- Deal with all enquiries and reports from the public in relation to the condition of the roads



Governance Arrangements

- Monthly Performance meetings held between ODS and OCC staff to monitor performance and review any escalated issues
- Quarterly overview meeting between OCC, ODS and Oxford City to review overall operation and review any outstanding issues.
- Annual meeting with OCC and Oxford City to review the agreement in terms of operational performance and agreed next budget allocation



Key Performance Indicators

There are a total of 26 indicators now being monitored to support the management of the agency agreement.

These are grouped around the following aspects

Defect Repair times	Measure of CO2 generated by activities	Quality and timeliness of invoices and payments to suppliers
Winter Service Performance	Minimising amount of waste sent to landfill	Health and Safety
Drainage maintenance Performance	Minimising disruption to the network	Customer satisfaction



Potential Areas to Develop

- Annual local members satisfaction survey - Summer
- Assessment of success/benefits overall after 12 months operation reviewed against original outcomes – Oct /Nov 19
- Quarterly locality meetings attended by ODS, Senior highways OCC officer to attend once a year for annual reporting ahead of annual budget proposal for rolling year 2
- Development of a 5 year Asset Plan
- Expansion of devolved services