



Roads Board Advisory Group Inception Meeting 17th March 2009 Notes

The following members attended:

Ruth Aitken-Clowes	Scott Wilson Pavement Engineering
Chris Allen-Smith	Hertfordshire Highways
David Arran	Transport Scotland
Layla Baldachin	TRL
Duro Basic	Transport for London
Rod Beardshall	Exor
Andrew Bellamy	Leeds City Council
Mike Bordiss	Independent Consultant (Chair)
Paul Boss	Staffordshire County Council
Mike Bosworth	Dudley Metropolitan Borough Council
Chris Britton	Chris Britton Consultancy
Ian Butler	WDM
Chris Capps	Cambridgeshire County Council
Ro Cartwright	UKPMS Support Contract
Barry Cleave	TRL
Paul Elliott	Norfolk County Council
Nick Fraser	Redcar & Cleveland Council
Kevin Fuller	Hampshire County Council
Andrew Gallagher	TRL
John Gomersall	Pitney Bowes MapInfo
Alistair Gow	SRMCS project manager (SCOTS)
John Greenfield	London Borough of Harrow
Clive Griffiths	Hampshire County Council
Les Hawker	Transport for London
Neil Hickman	Derbyshire County Council
John Howe	Lincolnshire County Council
Douglas Huzzard	North Yorkshire County Council
Ed Lawrence	Jacobs Babtie
Geoff Lester	DRD Roads Service (Northern Ireland)
Peter McCready	London Borough of Bromley
Simon Phillips	Yotta
Sean Ryan	Symology
Ramesh Sinhal	Highways Agency
Mark Stephenson	WDM
Andy Stevenson	Cornwall County Council
Lila Tachtsi	Atkins Highways & Transport
Scott Tompkins	Gloucestershire Highways
Justin Ward	Institution of Highways and Transportation
Alex Wright	TRL

Apologies:

Edward Bunting	Department for Transport
Phil Cadenne	Cardiff County Council
Matthew Lugg	Leicestershire County Council

The agenda for the day was as follows:

<i>Session 1</i>	
Roads Board: Vision and Strategic Objectives	Chris Capps
Asset Management Group: Strategic objectives and work programme	Paul Boss
<i>Session 2</i>	
Footway and Cycletrack Management Group: Strategic objectives and work programme	Kevin Fuller
Pavement Condition Management Group: Strategic objectives and work programme	Chris Capps
<i>Session 3</i>	
Pavement Condition Information Systems support contract	Barry Cleave
UKPMS Review of Core Functionality contract	Ro Cartwright
<i>Afternoon discussion</i>	
Roads Board Advisory Group, terms of reference (see overleaf)	Mike Bordiss
Pavement Condition Management Group, local authority members	Chris Capps
Future meetings of RBAG, frequency and timing; location; chair, etc.	Chris Capps

These presentations can all be found on the PCIS website (currently www.ukpms.com)

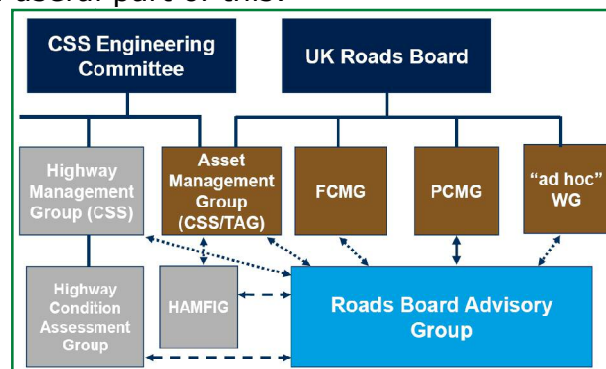
The following notes encapsulate the main points raised during the presentations and discussion sessions following each presentation.

Session 1

Following the presentations there was discussion of the various groups:

- The intention of the Roads Board when setting up this Advisory Group was to have a wide selection of individuals who could advise the UK Roads Board on a range of issues.
 - It is likely that RBAG will need to consult experts on certain issues from time to time as well, but this will happen as and when required.
 - RBAG will be able to act as a focal point for ad-hoc groups.
 - Members will be able to bring ideas for 'sense checking' and 'challenge'.
- Attending members of the Roads Board Advisory Group are representatives.
 - Members represent other stakeholder groups and need to put the views of their wider group forward.
 - Members represent regions, such as North West England, or devolved administrations, such as Wales.
 - Members represent the Roads Board Advisory Group and need to report back to their stakeholder groups, highway authorities in their region and within their own department.
 - It will be important for members of RBAG to communicate the issues discussed and identified through RBAG activity upwards from their position within their organisation and outwards to their peers.

- We need to decide how RBAG communicates/engages with stakeholders who are not already communicating with the Group?
- It was suggested that the Roads Board Advisory Group should tap into international best practice, such as the TRB Utilities Group.
- Exactly how the Roads Board Advisory Group report to the UK Roads Board needs to be determined.
 - Depending on the issue, this will happen in different ways through different people. Each group (ie. FCMG, AMG, etc.) will report their own relevant issues.
- Two PCMG “task and finish” Working Groups (WG) have been created with specific tasks:
 - how SCANNER data are used to report NRMCS (classified roads) and
 - how the condition of unclassified roads is reported in NRMCS.
- Road Performance Management Group
 - Has been ‘parked’ (and has not met for approximately 12 months).
 - Will be reviewed by the Roads Board after ad-hoc groups complete their tasks.
- Guidance on the groups
 - There is a need to publicise what groups exist and the key contacts within them. The diagram in Chris Capps’ presentation clearly outlines the key Groups and would be a useful part of this:



- It would be helpful to know something about the expected lifespan of the groups.
- It would also be helpful to have a simple guide of all the work that is going on.
- There has also been an ‘ad-hoc’ group formed to review the SCANNER QA and accreditation process to date. This will meet in April.

There was further discussion on management of the asset:

- There is a clear need to have practical, rather than complex, management systems (which can be too theoretical).
 - They need to work for local authorities.
 - Decisions may not be purely based on engineering.
 - It is important to engage with those who have bought in to the existing systems and to gather constructive feedback from the rest of the highway authorities. This ranges from the very pro-active to those who can hardly afford to run systems.

- Improving asset(s)/management systems
 - There is a need to minimise maintenance through improved standards.
 - There is also a need to understand current assets and if they are generating problems.
 - This leads into life cycle planning. This takes into account what state the assets are in and long term actions planned. Decisions on what treatments to apply and which materials to use all flow from life cycle plans.
 - Life cycle plans will be a key part of the Element 2 funding bids.
- PMS/UKPMS
 - Integration with the wider asset management system is important. This would require the Roads Liaison Group to take a view.
 - It is possible that the CSS/TAG asset management group is in the lead on this, reporting through the Roads Board for convenience.
- Where is the focus/drive for integrated asset management?
 - Who is leading on linking to bridges, lighting, etc? - RLG objective.
 - Need reps and feedback.
- Public Rights of Way
 - Are not included within the forthcoming guidance (expected November 2009).
 - Highway asset valuation does not include PRoW as they are funded as a separate element by DEFRA and hence are not thought of as part of the highway assets. However, PRoW still come under the general responsibility of highway departments.
 - North Yorkshire is including PRoW within its transport asset management plans.
- Un-surfaced, unclassified roads.
 - These are politically and environmentally sensitive.
 - Need to be maintained by the Highway Authority and are an important part of the network for some authorities but not part of R199B.
 - WDM have miniSCANNER machines which are being trialled on unclassified roads outside urban areas.
- Drainage
 - Potentially second or third most costly asset. Is this asset being overlooked?
 - It is part of flood risk management and should be treated with this in mind.
 - New primary legislation is due in 1 month. It will address aspects such as Sustainable Urban Drainage Systems (SUDS) moving to higher tier authorities. Wiltshire seem to be taking the lead in preparing for this.
- Authorities, particularly smaller ones, are being sought for involvement in the HAMFIG work.
- New guides (Quickstart Guidance; Levels of Service; Lifecycle Planning; and Risk Management)
 - will be on the roadcodes site (<https://pronet.wsatkins.co.uk/RoadsCodes/index.htm>), or other suitable website).

- will only be available electronically rather than printed (this is likely to apply to future guidance documents as well).
- pointers from the UKPMS site and newsletter to where guides can be downloaded could be provided.

Session 2

Following the presentations there was discussion on the work of the FCMG and PCMG. There was particular discussion on the recently developed new approach to coarse surveys of footways and cycletracks.

- The footways and cycletracks coarse visual network survey.
 - Further trials of the survey are expected to take place in Autumn 2009. However, TfL is already trialling this new survey.
 - The survey can be walked or driven but walking is recommended unless in a rural area.
 - The new footway and cycletrack coarse visual network survey is seen as a consistent replacement for CVI's but DVI would remain a scheme level tool. TfL intends to retain DVI as the main tool for surveying in London.
 - Accreditation for new footway survey/inspectors is included in the proposed timetable for introducing the survey.
 - The survey is very similar whether it's being carried out on footway or cycletrack, and would involve similar interventions. However, the frequency of survey may differ.
 - Software development companies will be involved through the forum which is already in place.
 - Combining the new visual survey with safety inspections would be an option but may be more efficient kept separately in some circumstances.
 - The FCMG are still keeping open the possibility that footways and cycletracks may be surveyed by machine sometime in the future. There is no formal advice but Highway Authorities are encouraged to try.
 - Does the proposed survey deal with block paving, etc? – It extends to small element paving but under the umbrella of flagged footway.
- There will eventually be rule sets within UKPMS to accept the new footway survey.
 - It is important that the footway and the carriageway are linked but there are differing hierarchies and priorities.
 - Having trialled the approach for a maintenance PFI scheme, the new survey approach seems to fit in well. There is also the IHT work on "link and place" carried out by UCL and Professor Peter Jones, which is starting to move away from fixed hierarchies.
 - The asset should be viewed as a whole – communities etc.
- DDA
 - The FCMG remit for this is quite narrow. It is being investigated in terms of DDA requirements for maintenance standards to ensure accessibility.
 - There is an opportunity here to pick up further detail from HA investigations and experience for features such as footbridges and bus-stops.

- Footway hierarchy: any changes?
 - Sticking to existing hierarchies but with improved guidance (eg. on numbers of pedestrians per hour per metre width).
 - Do not want to be over prescriptive since footway management is locally based.
 - Would like to be able to compare local authority results.
 - Some Highway Authorities are making a case for detailed guidance with no 'wobble room'. They would prefer national guidance, traffic flows etc. in order to avoid getting too subjective.
 - A lack of traffic data seems to be common amongst highway authorities.
 - Avoid terms like 'prestige walking zones'.
- Knowledge of international experience may be useful for various highways issues
 - Especially with respect to adverse weather (such as Germany).
 - New techniques for surveying.

Session 3

Following the presentation, discussion focussed on the PCIS work, and particular the project reviewing UKPMS core functionality.

- Reconciling the evolutionary and the revolutionary approaches in the final report of the review of UKPMS core functionality.
 - Using these two approaches, a common conclusion can be reached. The final report will recommend a way forward, based on two different approaches (evolutionary and revolutionary) to analysing the problem and the issues to give a rounded picture.

Afternoon Discussion

The afternoon session focussed on the terms of reference for the RBAG, its organisation and management.

Draft Terms of Reference

The draft terms of reference were discussed and a number of amendments suggested. These have been incorporated into the followed revised terms of reference:

The UK Roads Board has set up the UK Roads Board Advisory Group to:

- i. Consider matters referred to it by the UK Roads Board and its technical groups and advise them on their practical application in pavement asset management on local roads, across the whole of the UK.
- ii. Promote and facilitate partnership working within and between local authorities and their service providers to enable efficient and effective pavement asset management.
- iii. Identify opportunities for innovation, research and development and make recommendations to the Roads Board and its technical groups. Contribute to research and development project steering groups. Review the outcome of relevant research and development projects commissioned on behalf of the UK Roads Board and advise on their implementation in practice.
- iv. Be a forum for discussion between highway authorities and service providers about the development, provision and implementation of pavement condition information systems and develop, encourage and promote good practice in pavement asset management.
- v. Consider how pavement condition data could best be utilised within pavement and asset management systems and as a basis for nationally agreed Performance Indicators and advise the Roads Board and its technical groups accordingly.
- vi. Facilitate the successful implementation of pavement condition information systems for asset management on local roads throughout the United Kingdom.

Roads Board Advisory Group Operational Aspects

- The agreed chair is Mike Bordiss. Layla Baldachin will be the PCIS contract support person.
- The next two RBAG meetings should happen in June, following the Roads Board meeting (scheduled for 16th June), and September.
 - Suitable dates for both of these meetings should be sought immediately. Availability should be investigated for all attending members.
- Meeting locations:
 - Meetings should be located near: main road, train station and airport. London is agreed to be accessible for all members, whilst Birmingham is an alternative.
- Communication is convenient via:
 - Email and through the UKPMS/PCIS website.
 - Newsletters and special bulletins.
- Membership gaps:
 - 2 local Scottish representatives are being sought.
 - 1 representative for the South East is being sought.
 - 1 representative for the North East is being sought.
 - 2 representatives for the North West are being sought.
 - Must avoid being dominated by representatives from 'Shire councils.

Outline RBAG Workplan

- The PCIS project will be holding regional seminars in the autumn of 2009. RBAG input to these seminars would be of benefit, including defining the "message" which the Group wishes to send out. These seminars would be discussed at the next RBAG meeting.
- Who will/should be driving agendas for future achievements? (e.g. survey techniques, accreditation for Deflectograph and SCRIM, methods of quality control).
- A number of work areas for the RBAG were discussed, including:
 - Input into the new version of UKPMS (for 2009).
 - Identifying and assisting with SCANNER issues.
 - Reviewing the results of the core functionality of UKPMS project (this should be in its final stages by the time RBAG has its next meeting).
 - CIPFA project: a review of the final draft report (HAMFIG).
 - Cycletracks: winter maintenance perhaps.
 - Generation and discussion of research idea.
 - Climate change: its effects, how to address this, how to mitigate the contribution to climate change etc. – This may be tied up with the bigger picture of sustainability.