

Appendix B – 2019/20 Highways & Transportation Work Programme

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Departmental Outcome – Level 1	Head of Service Objective – Level 2	Head of Service Action / Team Objective – Level 3	Date Range	Service Area
DptOC001 - Improved satisfaction with the transport system and waste and environmental services amongst both users and residents	Continue to deliver our Transformation Programme & review our commissioning and delivery processes in order to optimise efficiency and deliver MTFS Savings	<ul style="list-style-type: none"> Develop and implement service efficiency projects in order to improve services and support delivery of the service's MTFS savings. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Implement the adopted Passenger Transport Policy and Strategy (PTPS) throughout 2019. 	31.03.2020	Highways Commissioning/ Transport Operations
		<ul style="list-style-type: none"> Develop and support the implementation in practice of the Highway Asset Management Policy and Highway Asset Management Strategy (the 'risk based' approach) in line with national guidance and best practice. 	31.03.2021	Highways Commissioning
		<ul style="list-style-type: none"> Take forward outcomes of the Special Education Needs (SEN) review. 	31.03.2020	Transport Operations
		<ul style="list-style-type: none"> To provide non-statutory pre-application advice to applicants in line with the Council's policy 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Undertake a review of design guide for new development. 	31.03.2020	Highways Commissioning
		<ul style="list-style-type: none"> Undertake project reviews in order to assess the feasibility of generating income to support service delivery. 	31.03.2022	Highways Commissioning
	Continue to develop a robust evidence base to support the delivery of the current and future commissioning strategies	<ul style="list-style-type: none"> Collection, analysis and provision of transport data and intelligence to support economy and growth, infrastructure development and delivery, both within the Department and to our partners. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Continue development of Micro-Simulation models for the county's principal market towns in order to assess the impact of proposed developments and ensure that those impacts are suitably mitigated. 	2019/2020	Highways Commissioning
		<ul style="list-style-type: none"> Continue to develop, use and maintain a suite of analytical tools, develop and maintain a robust evidence base to underpin the departments commissioning strategy and decision making. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Provision of data collection services to internal and external 	31.03.2022	Highways

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		clients, including contracted services to Warwickshire County Council, Leicester City Council and the Leicester, Leicestershire and Rutland Road Safety Partnership (LLRRSP).		Commissioning
	Provide business systems, processes and support to deliver high quality and compliant services	<ul style="list-style-type: none"> To ensure the appropriate evidence, processes and systems are in place to support operational delivery, transformation and secure external funding – Under the new code of practice “Well-managed Highway Infrastructure”. 	31.03.2021	Highways Commissioning
		<ul style="list-style-type: none"> Provision of responses to Property Search (CON29) enquiries including creation, maintenance and publication of source information to comply with the Authority's duties under the Environmental Information Regulations (EIR) 2004. 	31.03.2022	Highways Commissioning
DptOC002 - Our transport system and assets are effectively managed and well maintained.	Continue to manage and maintain our highway assets	<ul style="list-style-type: none"> Conduct a comprehensive review of our strategic approach to network management in line with other key strategies such as HIAMP and emerging actions and projects across the department. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> 19/20 - Deliver and develop a maintenance programme in line with Well-managed highways, including supporting the ongoing commissioning process. 	2019/2020	Highways Commissioning
		<ul style="list-style-type: none"> Coordinating assessments for highway land asset disposal requests, including managing associated procedures to stop up, divert, or exchange highway land. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Development of the Area Traffic Control (ATC) Service. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Efficient delivery of TRO's - reductions in timescales and cost. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Management of the UK Pavement Management System (UKPMS) including coordination of the network condition assessments, and provision of asset condition data to inform the Authority's highway maintenance strategy and national performance indicators. 	31.03.2022	Highways Commissioning

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		<ul style="list-style-type: none"> Meet statutory requirements to produce a Rights of Way Improvement Plan. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Support the department's QMS/ISO 9001 accreditation & ISO 55000 accreditations. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Support the development of consistent and up to date operating procedures and standards for traffic management, traffic signals and accident investigation. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Through ongoing development and delivery of our commissioning strategy ensure that future works programmes are developed and effectively delivered (Cross-cutting with Asset Management and Major Projects). 	31.03.2022	Highways Commissioning
DptOC009 - Effective, cost efficient and integrated public and community transport provision, including targeted and innovative travel solutions which meet the essential transport needs of Leicestershire residents	Continue to manage the commercial and subsidised public transport network meeting the essential needs of the customer	<ul style="list-style-type: none"> Reacting to changes in the commercial network. Providing policy decisions on provision to mitigate impact of roadworks on public transport. 	31.03.2022	Highways Commissioning
DptOC007 - Congestion is managed through more consistent, predictable and reliable journey times for the movement of people and goods	Engage with regional & national partners to influence policies/programmes/proposals which will have an impact on the County	<ul style="list-style-type: none"> Continue to actively engage and work with national, regional and local bodies to plan for delivery of infrastructure to support the future population and economic needs of Leicester and Leicestershire (including study work/development of evidence as necessary). 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Provide policy advice / input / support to internal and external partners, stakeholders and bodies. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> To embed partnering principles and construction best practise in all its work and throughout the supply chains. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> To establish, implement and develop a continuous improvement model for highway term contracts to achieve convergence to best practise. 	31.03.2022	Highways Commissioning/ Midlands Highway Alliance (MHA)

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	Support & deliver key infrastructure improvements to enable planned growth & meet economic needs within the County	<ul style="list-style-type: none"> To promote, publicise and manage the work of the Midlands Highway Alliance, ensuring it remains an exemplar for other alliances. 	31.03.2022	Highways Commissioning/ Midlands Highway Alliance (MHA)
		<ul style="list-style-type: none"> Continue to work with district councils and other parties to deliver new development and associated infrastructure. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Continue to work with other statutory authorities (such as district bodies, local authorities, adjacent highway authorities, Highways England, the Leicester and Leicestershire Enterprise Partnership and rail network providers). 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Work with districts councils & other parties to plan for & support the future population & economic needs of Leicester & Leicestershire across all transport modes. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Deliver a programme of s.106 developer funded improvements. 	31.03.2022	Highways Commissioning/ Highway Delivery
		<ul style="list-style-type: none"> Ensure that congestion is minimised through effective parking management that is fiscally neutral to the authority. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Overseeing development and delivery of the County Councils own transport projects. 	31.03.2022	Highways Commissioning/ Highway Delivery
		<ul style="list-style-type: none"> Prepare/support development of national, regional and local funding bids (including Expressions of Interest). 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Provide support to enable the authority's engagement with HS2 Ltd, Midlands, East Midlands Councils and other bodies as relevant to ensure that proposals for HS2 Phase 2b (including at and around the Toton Hub Station) are developed such that the economic benefits of the project to Leicester and Leicestershire are maximised and disbenefits are minimised. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Provide transport policy support for the development and implementation of specific development sites/proposals. 	31.03.2022	Highways Commissioning

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		<ul style="list-style-type: none"> Support Midland Engine and successful delivery of the Midlands Connect Strategy, including supporting Midlands Connect Study work and development of business cases for funding from Government. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Support the ongoing development and delivery of an evidence based pipeline of transport projects, for future growth deals and other funding opportunities (evidence includes study work and development of transport strategies). 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Use of new & improved technology to reduce congestion and delays along strategic corridors. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Work towards the delivery of the Zouch Bridge replacement. 	31.03.2022	Highways Delivery
		<ul style="list-style-type: none"> Work with partners to support the successful delivery of joint transport projects. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Continue to work with district councils and other parties to plan for and support the future population and economic needs of Leicester and Leicestershire (including study work/development of evidence as necessary). 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Continue to work with Leicester City Council on the implementation of the Leicester North West Major Transport Project (the ‘wedge’, which is a Growth Deal 1 project) 	31.03.2022	Highways Commissioning
	Work with districts councils & other parties to plan for & support the future population & economic needs of Leicester & Leicestershire across all transport modes	<ul style="list-style-type: none"> Support the refresh of the Leicester and Leicestershire Enterprise Partnership Strategic Economic Plan and Local Industrial Strategy. 	31.03.2020	Highways Commissioning
		<ul style="list-style-type: none"> Support the delivery of the Strategic Growth Plan as necessary. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Overseeing technical approval, and the adoption process of development related infrastructure. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> To provide statutory support and advice to planning applicants and local planning authorities. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> To work closely with each Local Planning Authority to ensure co-ordination of important infrastructure lists, and to ensure contributions are set at a level which allows highway 	31.03.2022	Highways Commissioning

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		and other strategic infrastructure to be provided.		
		<ul style="list-style-type: none"> Working in partnership with Leicester City Council deliver £3m Choose How You Move programme up March 2020 to open up opportunities for travel to employment, education and training. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Maintain the public transport infrastructure - Shelters, flag poles, flags etc. 	31.03.2022	Highways Commissioning
DptOC010 - More people walk, cycle and use public transport as part of their daily journeys, including to access key services	Deliver infrastructure and implement measures, where appropriate, to support sustainable travel	<ul style="list-style-type: none"> Continue to work with Leicester City Council and commercial local bus operators to improve travel by bus and enhance viability of services. 	31.03.2022	Highways Commissioning
	Work across the Council & with other partners to promote sustainable travel & identify opportunities to bid for external funding where available	<ul style="list-style-type: none"> Review delivery models for a future countrywide model including Wheels to Work. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Design area maintenance programmes of public rights of way maintenance in line with statutory requirements. 	31.03.2022	Highways Commissioning
DptOC011 - The natural environment can be accessed easily and efficiently particularly by bike or on foot	Work with developers & partners to promote the use of & maintain the Public Rights of Way Network	<ul style="list-style-type: none"> Undertake regular reactive maintenance programmes of public rights of way maintenance in line with statutory requirements. 	31.03.2022	Highways Commissioning
DptOC004 - Minimise the environmental impact of the Council's activities and improve resilience to climate change	Continue to implement outcomes from the Flood Risk Management Strategy	<ul style="list-style-type: none"> Develop a flood alleviation programme during 2019/20 to improve resilience and reduce the number of properties at risk from flooding. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Undertake Lead Local Flood Authority statutory duties including reviewing Leicestershire's Local Flood Risk Management Strategy (LFRMS). 	31.03.2022	Highways Commissioning
DptOC008 - The number of road casualties is reduced	Address road safety issues as identified in line with the agreed casualty reduction	<ul style="list-style-type: none"> Address Highway and Road Safety Issues as per agreed procedure. 	31.03.2022	Highways Commissioning
		<ul style="list-style-type: none"> Deliver programme of road safety education initiatives – 	31.03.2022	Highways

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	approach	<p>Safer driving with AGE (SAGE), Junior Road Safety Officer (JRSO), and Pre Driver Days (PDD).</p> <ul style="list-style-type: none"> • Delivery of Driver Education Workshop courses. • Delivery of School Crossing Patrol (SCP) service. Supporting the Leicester and Leicestershire Road Safety Partnership (LLRSP) and delivery of programme of initiatives. • Deliver programme of Bikeability training. 		Commissioning
DptOC012 - Optimise External Funding and Partnership working opportunities to support economic growth and unlock housing for Leicestershire	Continue to identify funding opportunities to support Leicestershire’s economic growth.	<ul style="list-style-type: none"> • Manage and grow our income generating and commercial activities for the Department. 	31.03.2022	Highways Commissioning/ Highways Delivery
		<ul style="list-style-type: none"> • Continue to support work to identify funding opportunities and develop bids/provide input to bids as appropriate (including Expressions of Interest). 	31.03.2022	Highways Commissioning

** Examples of Business as Usual:

Departmental Outcome – Level 1	Head of Service Objective – Level 2	Team Action – Level 4	Date Range	Service Area
<i>DptOC009 - Effective, cost efficient and integrated public and community transport provision, including targeted and innovative travel solutions which meet the essential transport needs of Leicestershire residents</i>	<i>Provide efficient and appropriate transport</i>	<ul style="list-style-type: none"> • <i>Provide efficient and appropriate transport to schools for entitled pupils in line with statutory duties and adopted policy.</i> 	31.03.2022	<i>Transport Operations</i>
		<ul style="list-style-type: none"> • <i>Process penalty charge notice in accordance with traffic management act 2004 and undertake performance management of the civil parking enforcement operation.</i> 	31.03.2022	<i>Transport Operations</i>

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