

# Cardiff Council Highway Maintenance Policy Document

## Part C



## Part C: 001 – Highway Safety Inspections

**FINAL – v2.12**

This document is available in Welsh / Mae'r ddogfen hon ar gael yn Gymraeg.



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2.11	FINAL	Minor amendments to timeline in section 1.5 and COVID arrangements in Appendix B	11.02.21	A.G	G.B
2.12	FINAL	Defect cat upgraded for Signs (pg. 64) & Road Markings (pg. 76) on SR and 1-MD carriageway hierarchy	12.03.21	A.G	G.B

## 1. Introduction to the Policy

1.1 The Highway Maintenance Policy outlines Cardiff Council's approach to Highway Maintenance within a legislative, corporate and financial framework. It describes all aspects of the Highway Maintenance management systems.

The Policy comprises three Parts:

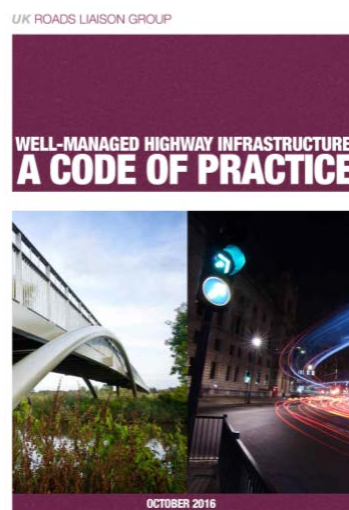
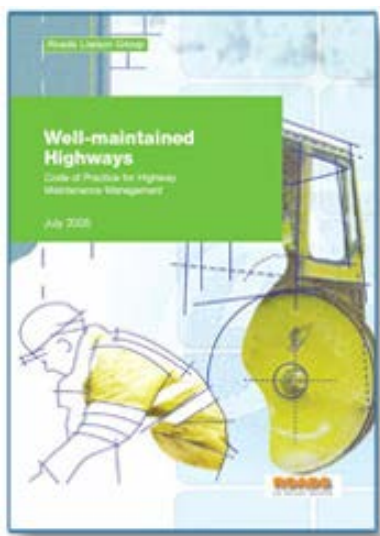
- Part A - The Maintenance Policy. This sets out the Council's statutory obligations and key principles which will provide the framework for Part's B and C of the Policy which will provide the operational details;
- Part B – The Standards. This will provide detail of what is required to be done in order to maintain the highway asset to satisfy the Council's statutory obligations and also the key principles established in Part A, and
- Part C - Working Instructions. This will comprise of multiple documents covering numerous Highway functions and will set out the necessary instructions and procedures required for undertaking and completing the required maintenance works in order to satisfy the Council's statutory obligations and also the key principles established in Part A.

This document is, **Part C: 001 - Highway Safety Inspections**

1.2 The establishment of an effective regime of inspection, assessment and recording is the most crucial component of good highway maintenance. A Safety Inspection regime provides the basic information for addressing the first core objective of highway maintenance, network safety.



### 1.3 Publication of the new Code of Practice for Highways



In October 2016 a new code of practice (CoP) for highways was published titled “Well-Managed Highway Infrastructure - A Code of Practice”. The most significant change from the previous code (Well Maintained Highways: Code of Practice for Highway Maintenance – 2005) is a recommendation that authorities adopt a risk based approach. The code is explicit in this requirement but silent on how it should be achieved.

### 1.4 The County Surveyors Society Wales (CSSW) Response to the New CoP

The CSSW commissioned the development of a nationally (Welsh) consistent response to the CoP (2016) which was developed under the CSSW Asset Management & Performance Group HAMP project.

The CSSW Main Group approved this new risk based approach developed from the commission in September 2019. This new CSSW risk based approach proposes a need to address the following:

- i. Establish a Network Hierarchy
- ii. Establish an Inspection Regime
- iii. Establish a Repair Regime

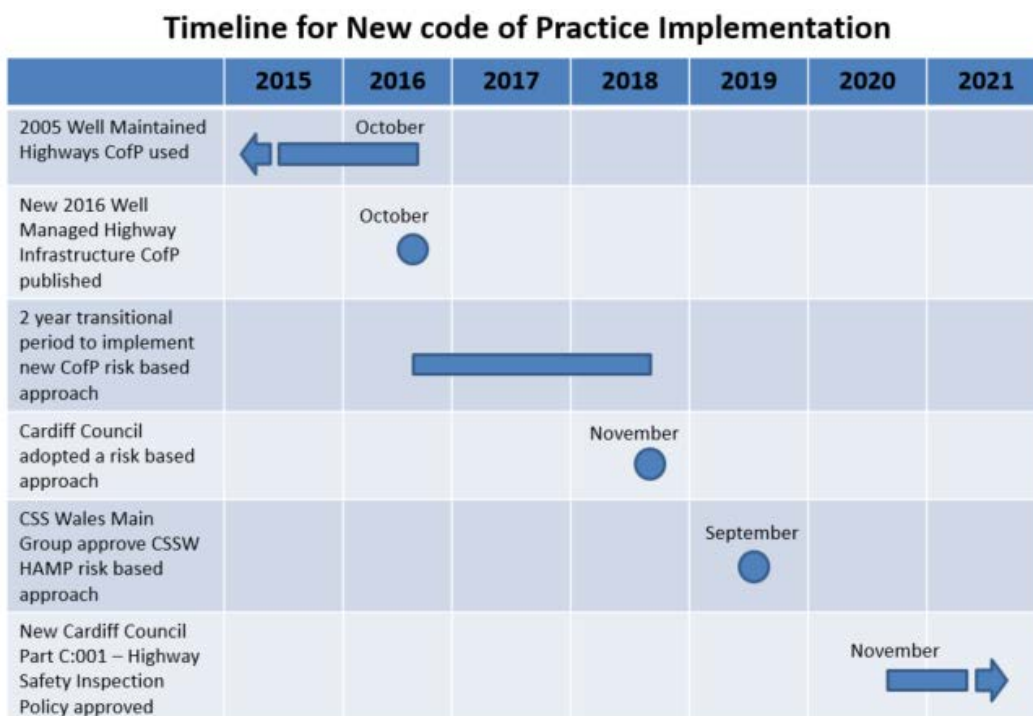
### 1.5 Cardiff Council’s Response to the New CoP

This document **Part C: 001 - Highway Safety Inspections** has been updated based on this approach developed through CSSW. The characteristics of the regime, including the frequency of inspection, items to be recorded and nature of response are defined by this Safety Inspection Policy.

Well Managed Highway Infrastructure was published in October 2016, it allowed a 2 year period of introduction for its recommendations. The Council operated a phased period of operational change based on emerging CSSW guidance between 2016 to 2018 undertaking a risk based hierarchy review and adopting adjusted inspection frequencies which were adopted and implemented in November 2018. The new CSS approach was ratified by CSSW Main Group in September 2019 and Cardiff Councils updated highway safety inspection policy was approved by Officer Decision in November 2020, full adoption and operational implementation was in April 2021 following a period of software update required to fully align the AMX software with the new policy. The policy is considered to have been in a state of transition between 2018 and 2021 when operational adjustments had been made but the new policy had not been formally adopted or software reconfigured. The diagram below illustrates the timeline of this process.

The CSSW Risk Based Approach guidance documents can be seen in Appendix D (contained in a separate document due to size) which comprise of:

- i. Summary – v1 Final
- ii. Rationale Behind the Approach 2019 – v1 Final
- iii. Method 2019 – v1 Final
- iv. National Minimum Standards Inspection & Repair 2019 – v1 Final



Refer to Appendix B for details of inspection criteria during the 2020 COVID-19 pandemic

## 1.6 About the County Surveyors Society Wales

The CSSW are a professional association of local authority chief officers who operate at the strategic tier of local government in Wales, they play a key role in planning and delivering local and national initiatives including:

- transportation;
- waste management;
- traffic management;
- road safety;
- highways development;
- transport planning;
- engineering and construction;
- bridges and structures;
- street lighting;
- fleet management and maintenance;
- environmental management;
- highways maintenance; and
- public rights of way.

The CSSW has members from each of the 22 local authorities across Wales and has strong links with the Welsh Government and Welsh Local Government Association. They work closely with the Association of Directors of Environment, Economy, Planning and Transport (ADEPT), the Society of Chief Officers of Transport in Scotland (SCOTS) and the Northern Ireland Road Service.

The CSSW has several groups established to review specific activities and functions which are supported by a number of staff from the 22 local authorities, one of these being the CSS Asset Management & Performance Group that commissioned this national response to the CoP with the support of their term Consultants EXP. These groups report to the management committee and they are vital in providing capacity to tackle common issues and in building skills and capacity.

The CSSW aims to help improve the economic, social, environmental and cultural well-being of Wales by:

- Developing and maintaining transport and highway networks which is vital to movement of goods and people.
- Sharing and promoting best practice to ensure that service delivery is carried out in the most effective, efficient and economic way.
- Protecting and enhancing our natural environment.
- Maintaining and enhancing public spaces.
- Highlighting the value to the Welsh economy from infrastructure development and the delivery of the services in Wales.
- Reducing risk to the public and the public sector organisations.

## **2. Purpose of Safety Inspections**

2.1 Safety inspections are designed to identify all defects likely to create short term danger or serious inconvenience to users of the network. Such defects include those that require urgent attention as well as those where the locations and sizes are such that longer periods of response are acceptable.

## **3. Managing Liability**

3.1 The Safety Inspection regime forms a key aspect of Cardiff's strategy for managing liability and risk.

3.2 The Council uses its Safety Inspection process, monitoring information and a regime of proactive maintenance to reduce risk. In addition, Section 58(1) of the Highways Act 1980 is used to defend claims against the Highway Authority.

## **4. Descriptions of Network Categories**

### **Carriageway Hierarchies**

The decision on whether a particular route will be inspected by foot or driven will be based on geographic (i.e. location, surface construction, parking constraints etc.) and health and safety (i.e. safe working practices) constraints, in most situations where footways are not present for safety reasons carriageway inspection will be

driven. Details of route inspection regimes are contained Cardiff Councils highway asset management software AMX, an example of which can be seen in Appendix A, inspection frequencies for each carriageway hierarchy are shown in table 5.8.

**Table 4a – Carriageway Hierarchy Descriptions**

<b>Hierarchy Name</b>	<b>Description</b>
Strategic Routes	Important routes carrying high volumes of traffic exceeding 20,000 vehicles per day generally between primary destinations
Hierarchy 1 – Main Distributor Route	Major urban network with traffic volumes in the range of 10,000 to 20,000 vehicles per day.
Hierarchy 2 – Secondary Distributor Route	Mixed classes of carriageways with traffic volumes in the range of 5,000 to 10,000 vehicles per day
Hierarchy 3 – Link Road	Mixed classes of carriageways with traffic volumes in the range of 1,000 to 5,000 vehicles per day
Hierarchy 4 – Local Access Road	Carriageways serving limited numbers of properties and/or businesses generally carrying access only traffic with volumes in the range of 200 to 1,000 vehicles per day
Hierarchy 5 – Minor Roads	Carriageways serving limited numbers of properties and/or businesses generally carrying access only traffic with volumes in the range of less than 200 vehicles per day
Adopted Rear Lanes	These are elements of the adopted highway that provide low volume vehicular and pedestrian access to the rear of properties often running parallel to the main carriageway network bisecting the blocks of properties.

#### 4.1 Motorway

The South Wales Trunk Road Agency (SWTRA) manage the motorways in the Cardiff area. The Council has no management responsibility on this part of the network.

#### 4.2 Council Owned Car Parks

Council owned car parks listed in the Cardiff Council Carriageway and Footway Hierarchy document receive safety inspections once per month.

#### 4.3 Newly Adopted Carriageway

Areas of carriageway that are newly adopted by the Council will not receive safety inspections for 2 years following the date of adoption. Following this period safety inspections will be undertaken to suit the relevant hierarchy.

#### 4.4 On Street Cycle ways (carriageways)

These are cycle ways that form part of the adopted carriageway. Where it is practicable these are inspected the same time and frequency as the carriageway that they are adjacent.

#### 4.5 Off Street Cycle ways

These are cycle ways that are remote from the adopted highway and are not inspected by highway safety inspectors. Customer requests relating to these areas are passed onto the relevant Council area assuming responsibility for the cycleway e.g. Parks, Housing etc.

### **Footways**

The decision on whether a particular route will be inspected by foot or driven will be based on geographic (i.e. location, surface construction, parking constraints etc.) and health and safety (i.e. safe working practices) constraints. Details of route inspection regimes are contained in the Cardiff Council Carriageway and Footway Hierarchy document, an example of which can be seen in Appendix 1, inspection frequencies for each footway hierarchy are shown in table 5.9.

<b>Table 4b – Footway Hierarchy Descriptions</b>	
<b>Hierarchy Name</b>	<b>Description</b>
City Centre Pedestrian Areas	Very heavily used - busy areas of the city centre.
Town Centre Pedestrian Area - Hierarchy 1	Busy urban shopping and business areas.
Footways Outside Public Facilities - Hierarchy 2	Footways outside busy public buildings such as train/bus stations, hospitals, schools and colleges or small parade of shops etc. that generate significantly higher levels of use than the adjacent footways.
Footway Hierarchy 3	Footways that link housing estates and industrial estates to other centres/routes
Footway Hierarchy 4	All other footways including footways in housing areas where footfall levels are expected to be medium or low.

#### 4.6 Adopted Residential Cut-through / Access Paths

These are adopted pathways that intersect residential areas remote from the carriageway.

#### 4.7 Newly Adopted Footways

Areas of footway that are newly adopted by the Council will not receive safety inspections for 2 years following the date of adoption. Following this period safety inspections will be undertaken to suit the relevant hierarchy.

#### 4.8 Footway Hierarchy at Intersections

Where two categories of the network intersect, the category with the most frequent investigation levels is applied to both at that location.

#### 4.9 On Street Cycle ways (shared footways/cycleway)

These are cycle ways that form part of the adopted footway. Where it is practicable these are inspected the same time and frequency as the carriageway that they are adjacent.

#### 4.10 Highway Grass Verges

Grass verges adjacent to the footway will be inspected at the same time as the footway. However, defect investigation levels will be different to those for footways and are detailed in section 7.

#### 4.11 Subways

The footway areas running through subways are inspected at the same time as adjacent footway with the same investigation criteria being applied.

#### 4.12 Vagrant Land

These area areas of land are owned by the Council, not adopted highway but vested to Highways. Inspection and maintenance in these areas is reactive to customer request only.

### 5. Methodology of Inspection, Frequency & response Times

5.1 The 2016 Code of Practice does not directly specify frequencies of safety inspections. It proposes that frequencies should be determined through a risk based approach considering issues such as the hierarchy, use and characteristics of routes.

5.2 In response to the publication of the 2016 CoP the CSSW Highway Asset Management project utilised its term consultant to develop an all Wales risk based approach as described in section1. The approach follows the following principles which adopts the CoP recommendations:

- Category within the network hierarchy
- Traffic use, characteristics and trends
- Incident and inspection history
- Characteristics of adjoining network elements
- Wider policy and operational considerations



5.3 Cardiff Council has adopted this all Wales approach and reviewed both its hierarchy and inspection frequencies. The inspection frequencies adopted for each network hierarchy are shown in table 5.8 and 5.9.

#### 5.4 Ongoing Management of Network Hierarchy.

Details and records of the network hierarchy process are managed within the Councils highway asset management software AMX. Whilst the initial hierarchy was produced based on the principles and approach described above the hierarchy will be actively managed adopting a risk based approach.

5.4.1 An assessment will be undertaken by the safety inspectors on each street to ascertain if there have been significant changes to either footway or carriageway that may affect the current hierarchy, if a change has been observed it will be recorded in AMX via their hand held device. These changes could take the form of but not limited to:

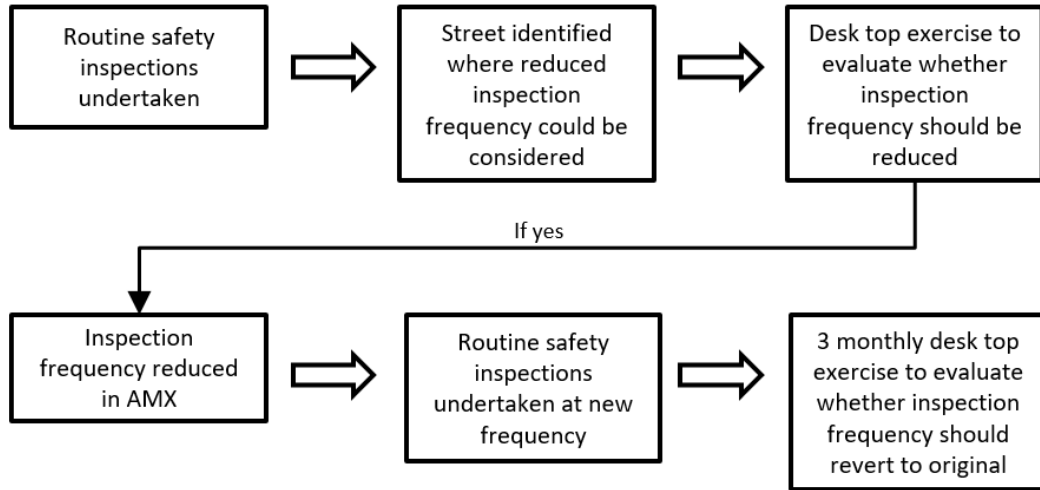
- Increased or decreased usage
- change of use
- new or removed buildings or infrastructure
- changes to highway geometry

Network changes may also be reported by other sources. Changes identified will be evaluated by the management team when reported and the hierarchy amended as appropriate, this will ensure that the hierarchy classifications are assessed and updated dynamically as the highway network evolves.

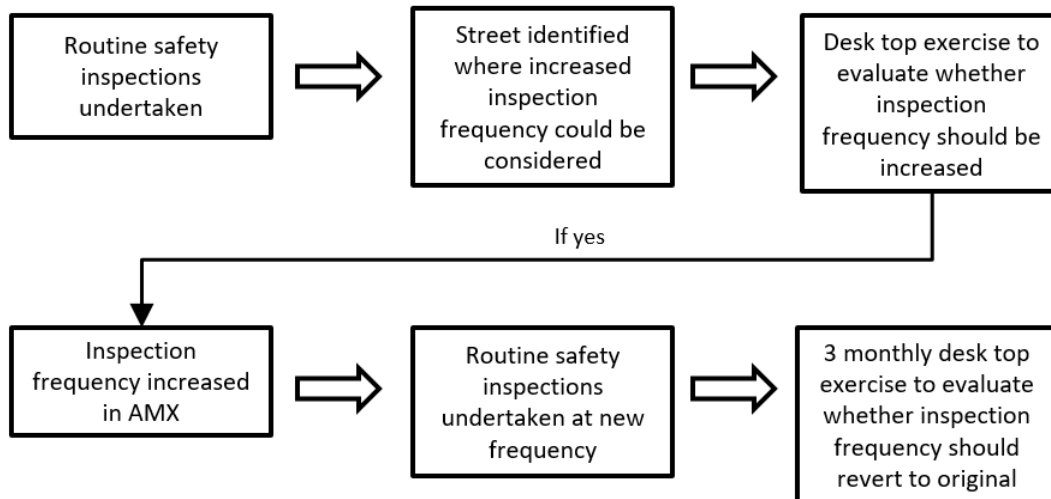
5.4.2 The hierarchy will be reviewed every 2 years utilising data stored in AMX

5.4.3 As stated above “incident and inspection history” is a component of the decision making in assigning hierarchy and inspection frequency. Consequently, in line with a risk based approach, areas where inspection history illustrates that condition remains consistently good or is observed to be significantly deteriorated consideration will be given to reducing / increasing the inspection frequencies of a particular street (carriageway or footway). The diagram below shows the steps in this decision making process.

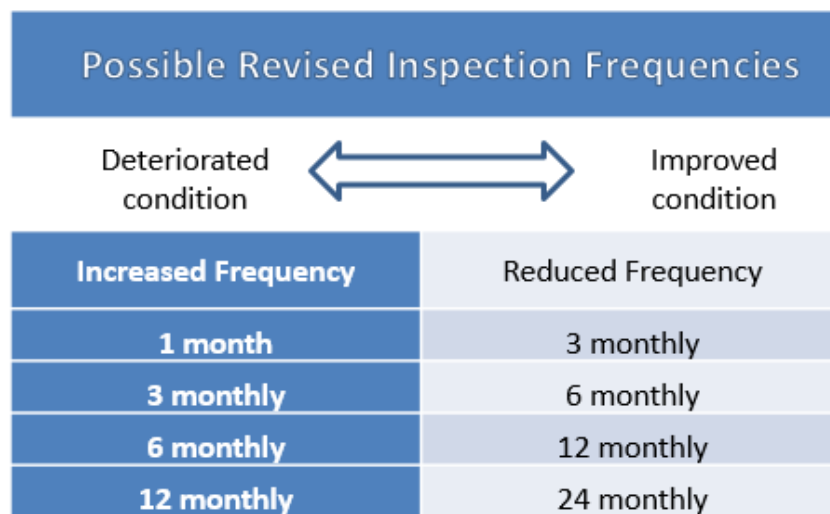
### Decision Making to Consider **Reducing** Inspection Frequencies (generally where condition is improved)



### Decision Making to Consider **Increasing** Inspection Frequencies (generally where condition is deteriorating)



5.4.4 Where condition is considered to warrant a revised inspection frequency the period between inspections will be changed as shown in the table below:



5.5 It should be noted that for operational efficiency some streets may be inspected at a higher frequency than that specified in table 5.8 & 5.9. For example, if a series of footways with a 6 monthly inspection frequency is located close to a number of streets receiving 3 monthly inspections it may be decided to undertake the 6 monthly inspections at the same time as the 3 monthly inspections which will reduce travel time and improve operational efficiency.

5.6 All safety inspections whether driven or walked will be undertaken in accordance with Risk Assessment STO035 Highway Inspections.

5.7 Cross Border Routes with Neighbouring Councils.

Cardiff has 4 neighbouring Councils that it shares cross border routes with;

- Newport to the East.
- Caerphilly to the North East.
- Rhondda Cynon Taff to the North.
- Vale of Glamorgan to the West.

An assessment of each route was made and recorded in AMX. It was found that Cardiff’s inspection criteria was more stringent than that of our neighbours. Therefore, it was deemed that no adjustments were necessary to Cardiff’s criteria.

## 5.8 Carriageway Inspection Frequency

The table below illustrates how frequently each hierarchy of carriageway will be inspected

<b>Table 5.8</b>				
<b>Carriageway Safety Inspection Frequencies</b>				
<b>Road Category</b>	<b>Category Name</b>	<b>Advised National CSS Inspection Frequency</b>	<b>Cardiff Council Inspection Frequency</b>	<b>Inspection Tolerances</b>
-	Motorway	n/a	n/a	n/a
-	Strategic Route	1 month	1 month	± 5 working days
1	Main Distributor	1 month	1 month	± 5 working days
2	Secondary Distributor	3 monthly	3 monthly	± 10 working days
3	Link Road	6 monthly	6 monthly	± 15 working days
4	Local Access Road	12 monthly	12 monthly	± 20 working days
5	Minor Road	12 monthly	12 monthly	± 20 working days
-	Adopted Rear Lanes	n/a	Reactive to complaint	n/a
-	Council Owned Car Parks	n/a	1 month	± 5 working days
-	On Street cycle ways	n/a	As adjoining carriageway	As carriageway

## 5.9 Footway Inspection Frequency

The table below illustrates how frequently each hierarchy of footway will be inspected

<b>Footway Safety Inspection Frequencies</b>				
<b>Footway Category</b>	<b>Hierarchy Name</b>	<b>Advised National CSS Inspection Frequency</b>	<b>Cardiff Council Inspection Frequency</b>	<b>Inspection Tolerances</b>
-	City Centre Pedestrian Area	1 month	1 month	± 5 working days
1	Town Centre Pedestrian Area	1 month	1 month	± 5 working days
2	Footway Outside Public Facilities	3 monthly	3 monthly	± 10 working days
3	Link footway	6 monthly	6 monthly	± 15 working days
4	Housing estate footway	12 monthly	12 monthly	± 20 working days
5	Little used rural footway	n/a	12 monthly	± 20 working days
-	Shared footway/cycleway	n/a	As adjoining footway	As footway

## 5.10 Inspection Tolerances

Due to inclement weather, public holidays etc it may not possible to complete all inspections exactly to programme, therefore as shown below an approximate tolerance has been allowed between inspections:

<b>Inspection Frequency</b>	<b>No of Inspections Per Year</b>	<b>Approximate Inspection Tolerance</b>
Monthly	12	+ - 5 Working Days
Three Monthly	4	+ - 10 Working Days
Six Monthly	2	+ - 15 Working Days
Annual	1	+ - 20 Working Days

Additional supplementary inspections may be undertaken to stay within tolerance.

## 5.11 Repair Response Times

Defects are categorised as shown in the table below; the defect category defines the response time for the repair. Specific defects are detailed in the matrices in section 7.

**Table 5.11a - Carriageway Repair Response Times**

<b>Defect Category</b>	<b>Hierarchy Name</b>	<b>Description</b>	<b>Response Time</b>
<b>Critical Defect</b>	All carriageway hierarchies	A situation where the inspecting officer considers the risk to safety high enough to require immediate action. Requiring an immediate response to make the site safe	<b>2hr #</b>
<b>Safety Defect</b>	<ul style="list-style-type: none"> <li>○ Strategic Routes</li> <li>○ Main Distributor</li> <li>○ Secondary Distributor</li> <li>○ Council Owned Carpark</li> </ul>	Defects that pose an imminent risk of injury to road users,  Requiring a response as soon as possible to remove a potential risk of injury to users	<b>By end of next working day</b>
<b>Safety Defect</b>	<ul style="list-style-type: none"> <li>○ Link Road</li> <li>○ Local Access road</li> <li>○ Minor Road</li> </ul>	As above	<b>Within 5 working days</b>
<b>Maintenance Defect</b>	<ul style="list-style-type: none"> <li>○ Strategic Routes</li> <li>○ Main Distributor</li> <li>○ Secondary Distributor</li> <li>○ Council Owned Carpark</li> </ul>	Defects that warrant treatment to prevent them deteriorating into a safety defect prior to the next scheduled inspection,  Requiring a response to prevent them becoming a safety defect	<b>28 days</b>
<b>Maintenance Defect</b>	<ul style="list-style-type: none"> <li>○ Link Road</li> <li>○ Local Access road</li> <li>○ Minor Road</li> </ul>	As above	<b>3 months</b>
<b>Programmed Repairs</b>	All carriageway hierarchies	Defects that warrant treatment, in order to prevent them deteriorating to such an extent that additional works or costs are incurred.	<b>As per the local works programme</b>

# - response time for critical defects refers to the time to attend site and make safe, the repair will be undertaken ASAP thereafter.

**Table 5.11b - Footway Repair Response Times**

<b>Defect Category</b>	<b>Hierarchy Name</b>	<b>Description</b>	<b>Response Time</b>
<b>Critical Defect</b>	All footway hierarchies	A situation where the inspecting officer considers the risk to safety high enough to require immediate action. Requiring an immediate response to make the site safe	<b>2hr #a</b>
<b>Safety Defect</b>	<ul style="list-style-type: none"> <li>○ City Centre pedestrian Area</li> <li>○ Town centre pedestrian Area</li> <li>○ Footway outside public Buildings</li> </ul>	Defects that pose an imminent risk of injury to road users, Requiring a response as soon as possible to remove a potential risk of injury to users	<b>By end of next working day</b>
<b>Safety Defect</b>	<ul style="list-style-type: none"> <li>○ Link Footway</li> <li>○ Housing Estate Footway</li> <li>○ Little Used Rural Footway</li> </ul>	As above	<b>Within 15 working days</b>
<b>Maintenance Defect</b>	<ul style="list-style-type: none"> <li>○ City Centre pedestrian Area</li> <li>○ Town centre pedestrian Area</li> <li>○ Footway outside public Buildings</li> </ul>	Defects that warrant treatment to prevent them deteriorating into a safety defect prior to the next scheduled inspection, Requiring a response to prevent them becoming a safety defect	<b>28 days</b>
<b>Maintenance Defect</b>	<ul style="list-style-type: none"> <li>○ Link Footway</li> <li>○ Housing Estate Footway</li> <li>○ Little Used Rural Footway</li> </ul>	As above	<b>3 months #b</b>
<b>Programmed Repairs</b>	All carriageway hierarchies	Defects that warrant treatment, in order to prevent them deteriorating to such an extent that additional works or costs are incurred.	<b>As per the local works programme</b>

#a - response time for critical defects refers to the time to attend site and make safe, the repair will be undertaken ASAP thereafter.

#b – exceeds CSS Wales guidance response time

### 5.12 Reducing Repair Response Times on a Defect.

The Defect Investigation tables shown in section 7 provide advice on identifying and responding to highway defects. However, in certain circumstances the timescale to respond may be reduced if the nature and/or location of a specific defect is considered likely to cause harm or damage if not rectified in a shorter timescale.

In some cases defects can be programmed for repair in shorter response times than stated in the table 5.11a & 5.11b. This may be in response to addressing particular priorities or to satisfy customer expectations, the acceleration of the repair time **is not considered as raising its defect category**.

## 6. Duties of a Highway Safety Inspector

6.1 The objective of the routine repair system is to ensure that the public highway within the County of Cardiff is maintained to a safe standard for all users. The Highway Inspector has an important role to play in making this system operate smoothly.

6.2 The inspection regime is developed based upon hierarchy and provides a practical and reasonable approach to the risks and potential consequences identified, taking into account the potential risks to all road users and in particular those that are most vulnerable.

6.3 It is the duty of a Highway inspector to:

- Inspect the areas of the network that they are assigned.
  - Prior to inspecting an assigned street the inspector must check the pink highway adoption record to ensure he is fully aware of the extent of the asset that the safety inspection will cover. The red elementary street unit (ESU) line shown on the map indicates the length of this asset.
  - If during an inspection, it is observed that an obvious area of adopted highway is not coloured pink or the red ESU line does not extend fully within the pink this must be recorded and reported to the management team for further investigation, the map will be updated if required.
- Identify defects.



- Raise repair instructions.
- Undertake an assessment to confirm hierarchy.
- Highlight and record safety and non-safety related defects based on the investigation criteria contained in this document whilst considering any local onsite details that may have an effect on the selected outcome.
- Respond to reactive customer service requests.

## 7. Identification of Safety Defects & Investigation Levels

7.1 Over time, all highway assets are subject to wear and deterioration. It is the inspector's responsibility to carry out the necessary safety inspections to keep the highway network in a condition specified in this policy. As described above the identification of defects will consider on-site risk along with primary guidance from the investigation criteria contained in this document.

7.2 Special considerations;

- i. On carriageways at pedestrian crossing points trips and potholes investigations are treated as the adjacent footway.
- ii. Trips are considered a vertical difference in height (as specified in defect investigation level sheets) of adjoining elements unless present by design i.e. steps, kerbs, drainage channels etc.
- iii. Inspectors are not expected to record defects that are hidden by static objects in the highway, such as; bins, parked vehicles, skips etc.
- iv. Due to the diversity of the highway network safety inspectors may encounter defects that are not covered in this document, in cases where an inspector identifies a defect of this nature that they feel requires attention or more detailed consideration they will report the defect to the relevant team for action.

7.3 When critical, safety and maintenance defects are identified (not programmed works) where possible they shall be marked using yellow spray paint in order to help the contractor identify their location.

- A pothole should be circled
- An area of surfacing requiring a patch repair should have its perimeters marked.

- Paving to be replaced should be marked with a cross.
- Paving to be re-used should be marked with a dot.
- Wherever possible a photo should be taken of the defect using the camera on the hand held device.
- In rural locations where there are no reference points or where the carriageway is continually wet, it may not be possible to mark the carriageway or describe the location. In these circumstances it is helpful to provide a sketch or location plan when processing the repair in the office.

#### 7.4 Treatment of Statutory Utilities Apparatus.

Where a defect is the responsibility of a utility company (e.g. gas, electricity, telecom etc.) it will be dealt with through a section 81 notice in line with the New Roads and Streetworks Act 1981 and the Specification for the Reinstatement of Openings in Highways.

When a utility related defect is identified by an inspector its details will be recorded on the handheld device along with a photo. These details will be automatically emailed from the AMX asset management system to the Council Streetworks team who will notice the utility company of the defect. The utility company will either accept or deny responsibility for repairing the defect, if accepted they will arrange treatment of the defect in accordance with their internal processes. However, if they deny responsibility the streetworks team will investigate to ascertain the appropriate course of action. i.e. whether the utility company is mistaken or the defect is the responsibility of another organisation.

The response time allocated to the defect will be dependant on its severity and classified in accordance with the defect investigation levels listed in this document.

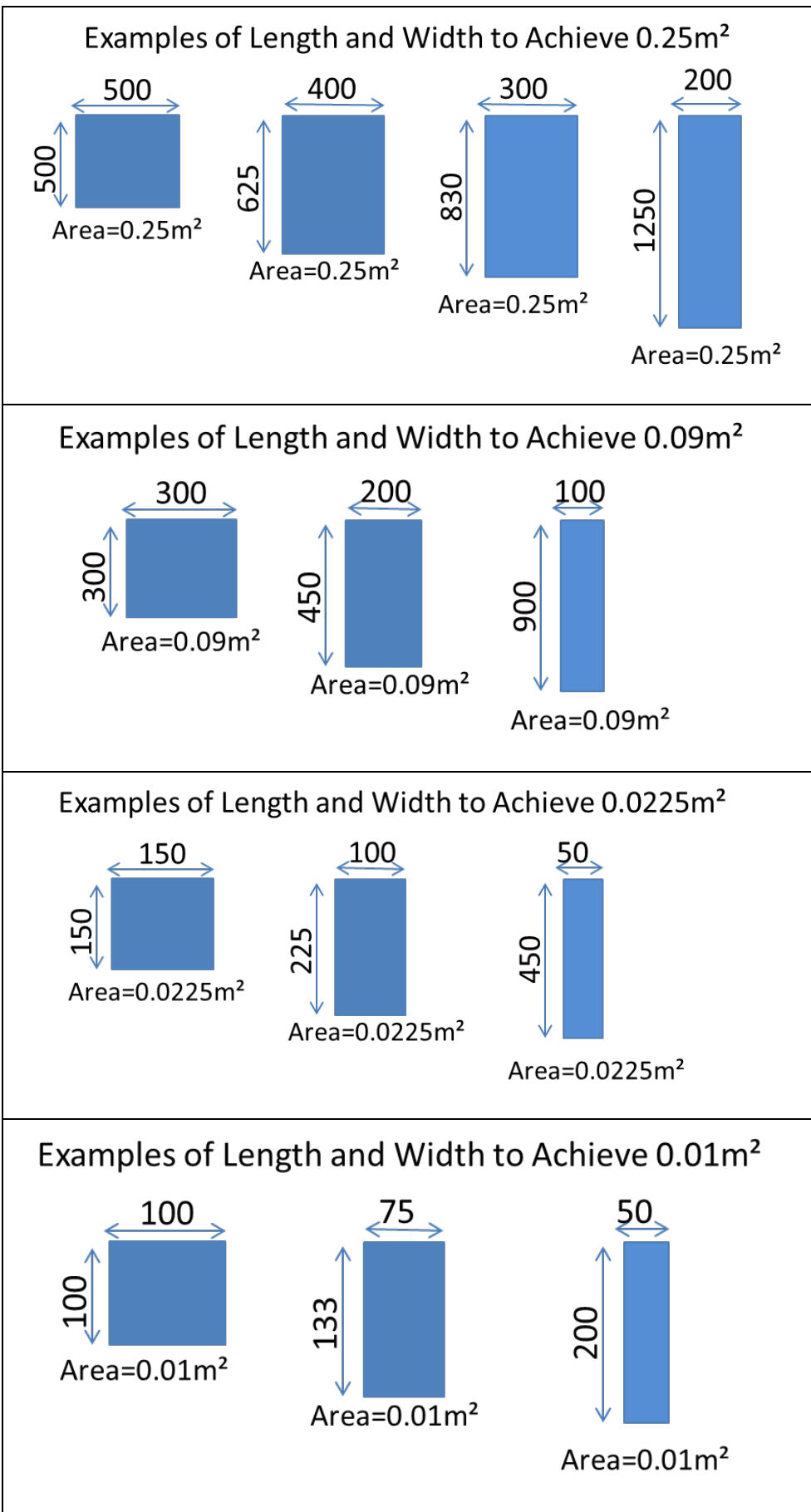
#### 7.4.1 Special Considerations for Statutory Utilities Apparatus.

Welsh Water Victorian drain covers (as shown below) are designed with segments missing to allow ventilation, sealing could cause a major gas issue for properties that they service. Consultation has been undertaken with Welsh Water who do not consider the missing segments a defect therefore the Council will not raise them as an actionable safety defect.



Ventilated drain cover

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Pothole					
<b>Definition</b>	An isolated and defined hole in the highway surface with vertical sides that is likely to cause a nuisance or danger to network users					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	≥0.25m <sup>2</sup> & ≥100 deep	≥0.09m <sup>2</sup> & between 40-99 deep		≥0.09m <sup>2</sup> & between 30-39 deep		
<b>1 – Main Distributor</b>	≥0.25m <sup>2</sup> & ≥100 deep	≥0.09m <sup>2</sup> & between 40-99 deep		≥0.09m <sup>2</sup> & between 30-39 deep		
<b>2 – Secondary Distributor</b>	≥0.25m <sup>2</sup> & ≥100 deep	≥0.09m <sup>2</sup> & between 40-99 deep		≥0.09m <sup>2</sup> & between 30-39 deep		
<b>3– Link Road</b>	≥0.25m <sup>2</sup> & ≥100 deep		≥0.09m <sup>2</sup> & between 40-99 deep		≥0.09m <sup>2</sup> & between 30-39 deep	
<b>4 – Local Access Road</b>	≥0.25m <sup>2</sup> & ≥100 deep		≥0.09m <sup>2</sup> & between 40-99 deep		≥0.09m <sup>2</sup> & between 30-39 deep	
<b>5 – Minor Road</b>	≥0.25m <sup>2</sup> & ≥100 deep		≥0.09m <sup>2</sup> & between 40-99 deep		≥0.09m <sup>2</sup> & between 30-39 deep	
<b>Adopted Rear Lane</b>					≥0.25m <sup>2</sup> & 100 deep	
<b>Council Owned Carpark</b>	≥0.01m <sup>2</sup> & ≥60 deep	≥0.01m <sup>2</sup> & between ≥40 to 59 deep		≥0.0225m <sup>2</sup> & between ≥20-39 deep		
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	≥0.01m <sup>2</sup> & ≥60 deep	≥0.01m <sup>2</sup> & between ≥40 to 59 deep		≥0.0225m <sup>2</sup> & between ≥20-39 deep		
<b>1 – Town Centre Pedestrian Area</b>	≥0.01m <sup>2</sup> & ≥60 deep	≥0.01m <sup>2</sup> & between ≥40 to 59 deep		≥0.0225m <sup>2</sup> & between ≥20-39 deep		
<b>2– Outside Public Facilities</b>	≥0.01m <sup>2</sup> & ≥60 deep	≥0.01m <sup>2</sup> & between ≥40 to 59 deep		≥0.0225m <sup>2</sup> & between ≥20-39 deep		
<b>All Other Footways</b>	≥0.01m <sup>2</sup> & ≥60 deep		≥0.01m <sup>2</sup> & between ≥40 to 59 deep		≥0.0225m <sup>2</sup> & between ≥20-39 deep	
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						





Examples of Potholes

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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Flags / Paviours / Slabs					
<b>Definition</b>	Includes missing, rocking (if vertical face whilst rocking is equal to investigation level) and uneven surfaces. Where a vertical height difference between two surfaces is likely to cause a danger or nuisance to network users. It excludes trips that are present by design					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	≥100 Vertical Face	≥40 to 99 Vertical Face		≥30 to 39 Vertical Face		
<b>1 – Main Distributor</b>	≥100 Vertical Face	≥40 to 99 Vertical Face		≥30 to 39 Vertical Face		
<b>2 – Secondary Distributor</b>	≥100 Vertical Face	≥40 to 99 Vertical Face		≥30 to 39 Vertical Face		
<b>3– Link Road</b>	≥100 Vertical Face		≥40 to 99 Vertical Face		≥30 to 39 Vertical Face	
<b>4 – Local Access Road</b>	≥100 Vertical Face		≥40 to 99 Vertical Face		≥30 to 39 Vertical Face	
<b>5 – Minor Road</b>	≥100 Vertical Face		≥40 to 99 Vertical Face		≥30 to 39 Vertical Face	
<b>Adopted Rear Lane</b>					≥100 Vertical Face	
<b>Council Owned Carpark</b>	≥60 Vertical Face	≥40 to 59 Vertical Face		≥20 to 39 Vertical Face		
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	≥60 Vertical Face	≥40 to 59 Vertical Face		≥20 to 39 Vertical Face		
<b>1 – Town Centre Pedestrian Area</b>	≥60 Vertical Face	≥40 to 59 Vertical Face		≥20 to 39 Vertical Face		
<b>2– Outside Public Facilities</b>	≥60 Vertical Face	≥40 to 59 Vertical Face		≥20 to 39 Vertical Face		
<b>All Other Footways</b>	≥60 Vertical Face		≥40 to 59 Vertical Face		≥20 to 39 Vertical Face	
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



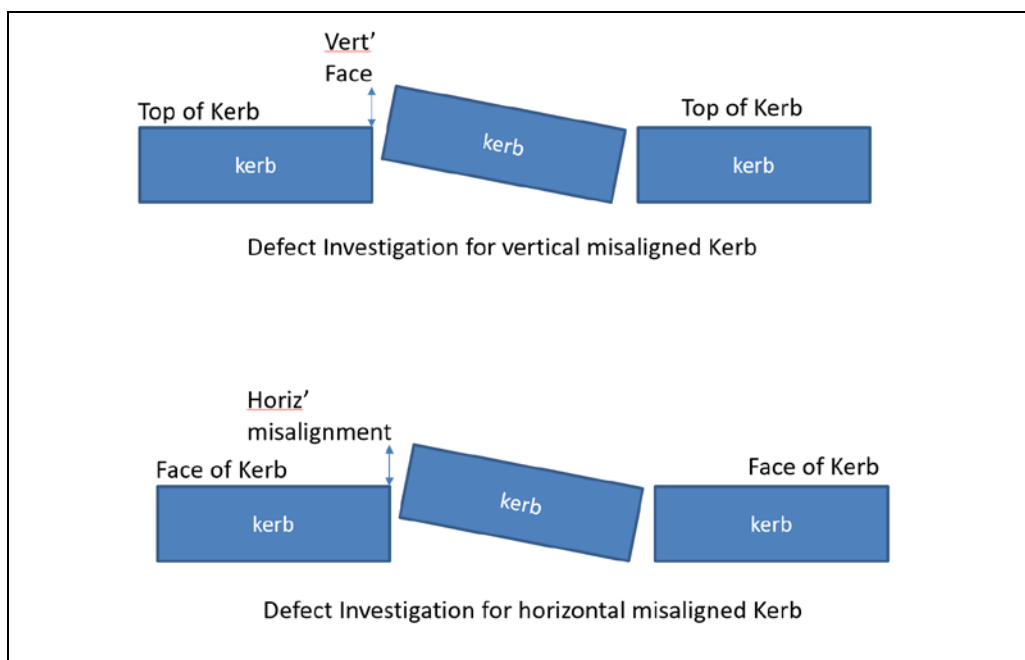
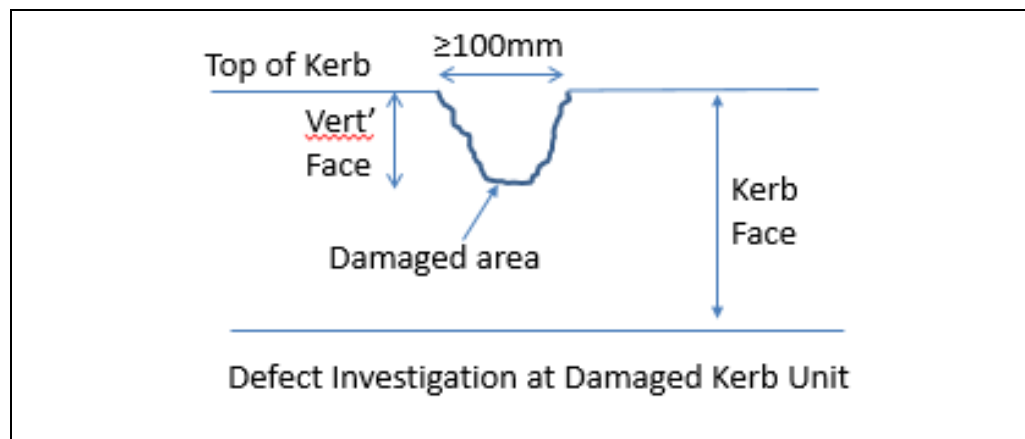
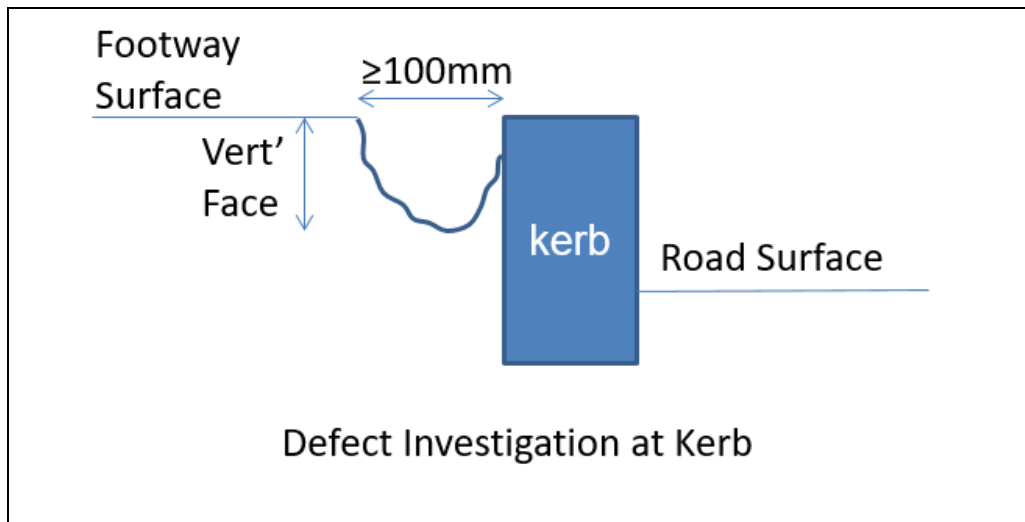


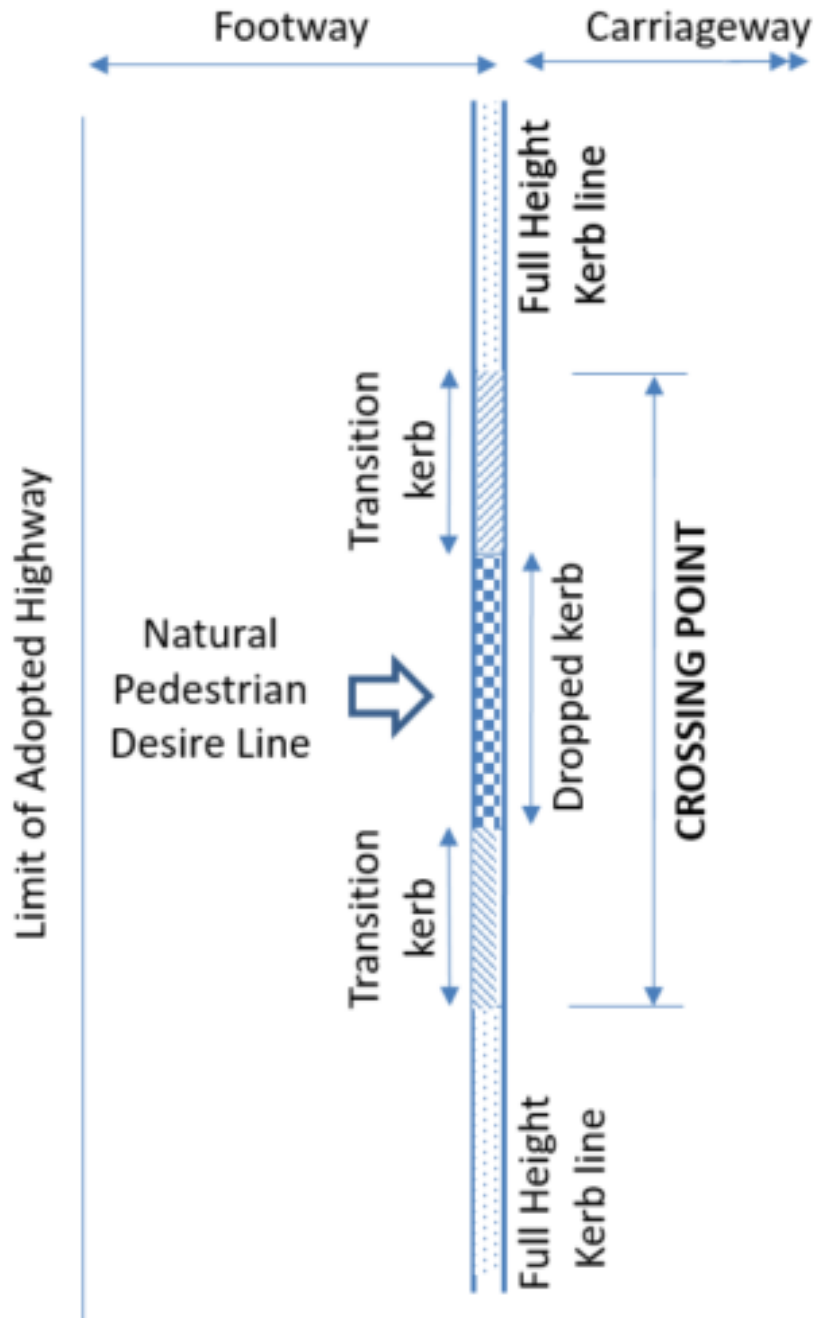
Example of Paving Defect



Example of Paving Defect

Defect Investigation Levels						
<b>Defect</b>	Kerbs					
<b>Definition</b>	Includes broken, uneven or missing elements that present a vertical face that exceeds the investigation level					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
Defect Category	Critical Defect	Safety Defect	Safety Defect	Maint' Defect	Maint' Defect	Programmed Works
<b>Carriageways</b>						
Response Time	2 hour	End of next working day	Within 5 working days	28 days	3 Months	Next Available Programme
<b>Strategic Route</b>				≥75 out of alignment into carriageway		
<b>1 – Main Distributor</b>				≥75 out of alignment into carriageway		
<b>2 – Secondary Distributor</b>				≥75 out of alignment into carriageway		
<b>3– Link Road</b>					≥75 out of alignment into carriageway	
<b>4 – Local Access Road</b>					≥75 out of alignment into carriageway	
<b>5 – Minor Road</b>					≥75 out of alignment into carriageway	
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥75 out of alignment into CW or ≥20 to 39 Vertical face		
<b>Footways</b>						
Response Time	2 hour	End of next working day	Within 15 working days	28 days	3 Months	Next Available Programme
<b>City Centre Pedestrian Area</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥75 out of alignment into CW or ≥20 to 39 Vertical face		
<b>1 – Town Centre Pedestrian Area</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥75 out of alignment into CW or ≥20 to 39 Vertical face		
<b>2– Outside Public Facilities</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥75 out of alignment into CW or ≥20 to 39 Vertical face		
<b>All Other Footways #</b>	≥60 Vertical face		≥40 to 59 Vertical face		≥75 out of alignment into CW or ≥20 to 39 Vertical face	
<p>Important Note: # = Only apply at <b>CROSSING POINTS</b> for pedestrians. Refer to diagram below.</p> <ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

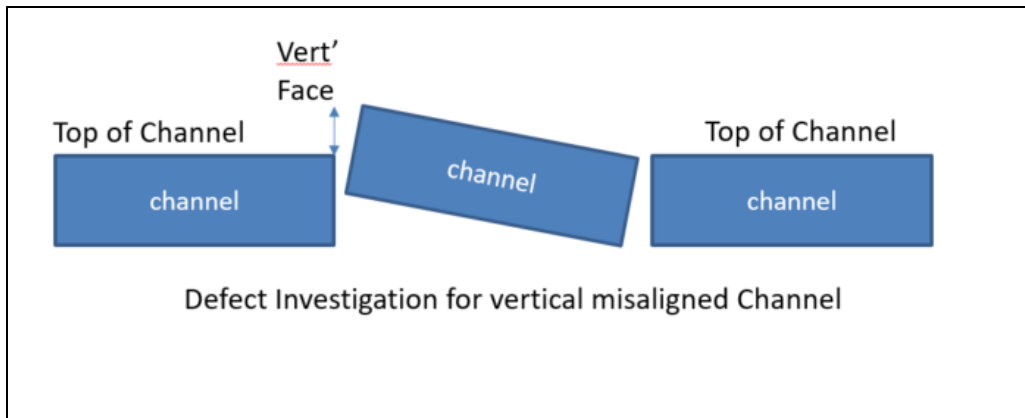
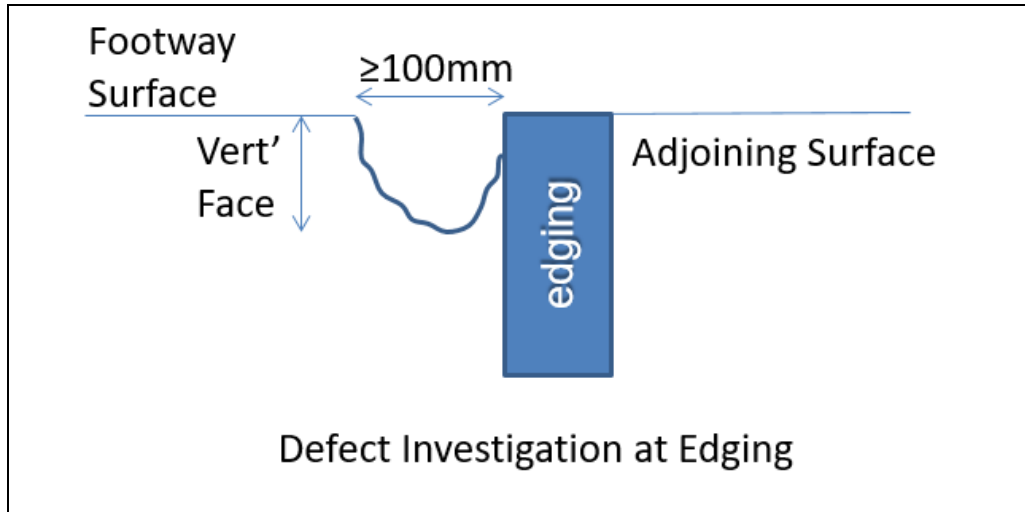




# Detail of **CROSSING POINT** for Pedestrians

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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Path Edgings / Channels					
<b>Definition</b>	Includes broken, uneven or missing elements that present a vertical face that exceeds the investigation level					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	≥100 Vertical face	≥40 to 99 Vertical face		≥30 to 39 Vertical face		
<b>1 – Main Distributor</b>	≥100 Vertical face	≥40 to 99 Vertical face		≥30 to 39 Vertical face		
<b>2 – Secondary Distributor</b>	≥100 Vertical face	≥40 to 99 Vertical face		≥30 to 39 Vertical face		
<b>3– Link Road</b>	≥100 Vertical face		≥40 to 99 Vertical face		≥30 to 39 Vertical face	
<b>4 – Local Access Road</b>	≥100 Vertical face		≥40 to 99 Vertical face		≥30 to 39 Vertical face	
<b>5 – Minor Road</b>	≥100 Vertical face		≥40 to 99 Vertical face		≥30 to 39 Vertical face	
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥20 to 39 Vertical face		
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥20 to 39 Vertical face		
<b>1 – Town Centre Pedestrian Area</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥20 to 39 Vertical face		
<b>2– Outside Public Facilities</b>	≥60 Vertical face	≥40 to 59 Vertical face		≥20 to 39 Vertical face		
<b>All Other Footways</b>	≥60 Vertical face		≥40 to 59 Vertical face		≥20 to 39 Vertical face	
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



<b>Defect Investigation Levels</b>						
<b>Defect</b>	Subsidence / Depressions					
<b>Definition</b>	A level difference over the specified area or more causing a hazard or danger to network users					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>				≥100 deep over 2m <sup>2</sup>		
<b>1 – Main Distributor</b>				≥100 deep over 2m <sup>2</sup>		
<b>2 – Secondary Distributor</b>				≥100 deep over 2m <sup>2</sup>		
<b>3– Link Road</b>					≥100 deep over 2m <sup>2</sup>	
<b>4 – Local Access Road</b>					≥100 deep over 2m <sup>2</sup>	
<b>5 – Minor Road</b>					≥100 deep over 2m <sup>2</sup>	
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>				≥50 deep over 2m <sup>2</sup>		
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>				≥50 deep over 2m <sup>2</sup>		
<b>1 – Town Centre Pedestrian Area</b>				≥50 deep over 2m <sup>2</sup>		
<b>2– Outside Public Facilities</b>				≥50 deep over 2m <sup>2</sup>		
<b>All Other Footways</b>					≥50 deep over 2m <sup>2</sup>	
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



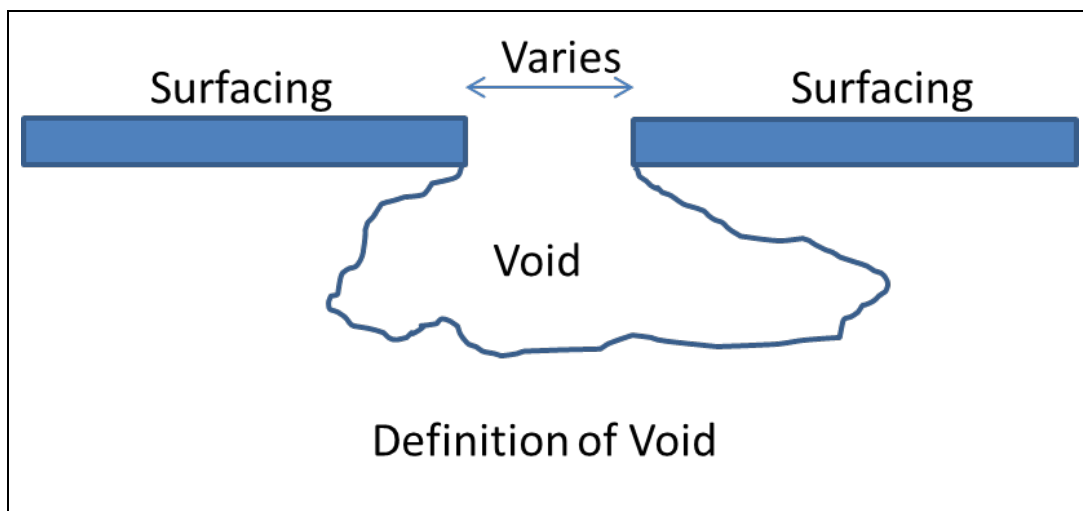
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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Localised surface deterioration					
<b>Definition</b>	Areas of localised deterioration in carriageway or footway that do not present a safety defect as defined in this policy but could be considered for treatment in other programmes of work, such as; capital resurfacing or localised improvement works					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 5 working days	28 days	3 Months	Next Available Programme
<b>Strategic Route</b>	The extent of repair and the programme in which to undertake shall be based on a judgement of immediate risk (and site specific requirements) using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 15 working days	28 days	3 Months	Next Available Programme
<b>City Centre Pedestrian Area</b>	The extent of repair and the programme in which to undertake shall be based on a judgement of immediate risk (and site specific requirements) using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
All dimensions are in millimetres unless otherwise stated						



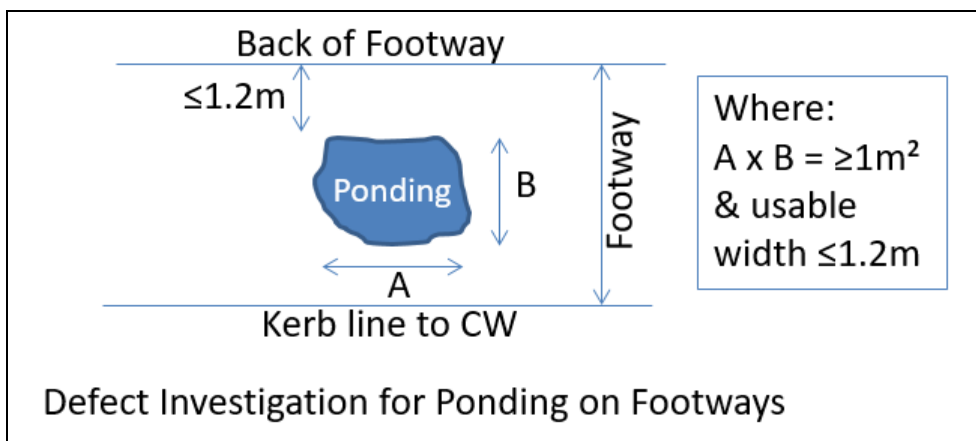
Example of Localised Surfacing Deterioration

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Voids					
<b>Definition</b>	A hole present in carriageway or footway where dimensions exceed that of a pothole and the actual extent often extend beyond that visible from the surface					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 5 working days	28 days	3 Months	Next Available Programme
<b>Strategic Route</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 15 working days	28 days	3 Months	Next Available Programme
<b>City Centre Pedestrian Area</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
All dimensions are in millimetres unless otherwise stated						



Example of Void

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Ponding on <b>Footways</b>					
<b>Definition</b>	Areas of standing water on the footway that are $\geq 1\text{m}^2$ and cause pedestrians to walk into the carriageway					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>						
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>				$\geq 1\text{m}^2$ and cause pedestrians to walk into the carriageway		
<b>1 – Town Centre Pedestrian Area</b>				$\geq 1\text{m}^2$ and cause pedestrians to walk into the carriageway		
<b>2– Outside Public Facilities</b>				$\geq 1\text{m}^2$ and cause pedestrians to walk into the carriageway		
<b>All Other Footways</b>					$\geq 1\text{m}^2$ and cause pedestrians to walk into the carriageway	
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



<b>Defect Investigation Levels</b>						
<b>Defect</b>	Ponding on <b>Carriageway (1)</b>					
<b>Definition</b>	Standing or running water on carriageways with a speed limit of 40mph or above where highway users risk aquaplaning.					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	During prolonged heavy rain, standing / running water will not be treated as a defect requiring investigation.  If after 24 hours from when the rain has ceased standing water makes the road impassable, or it is forcing vehicles or cyclists away from the nearside channel to cross the centreline an investigation will be undertaken.					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>						
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

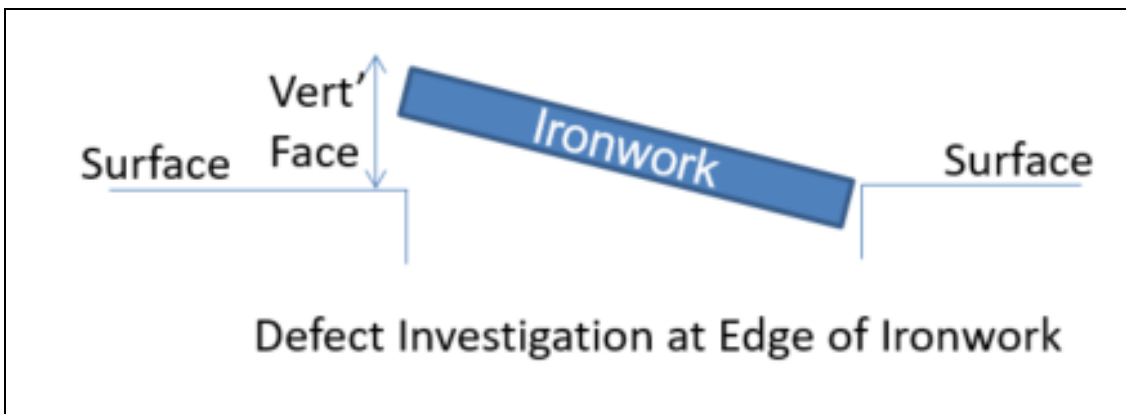
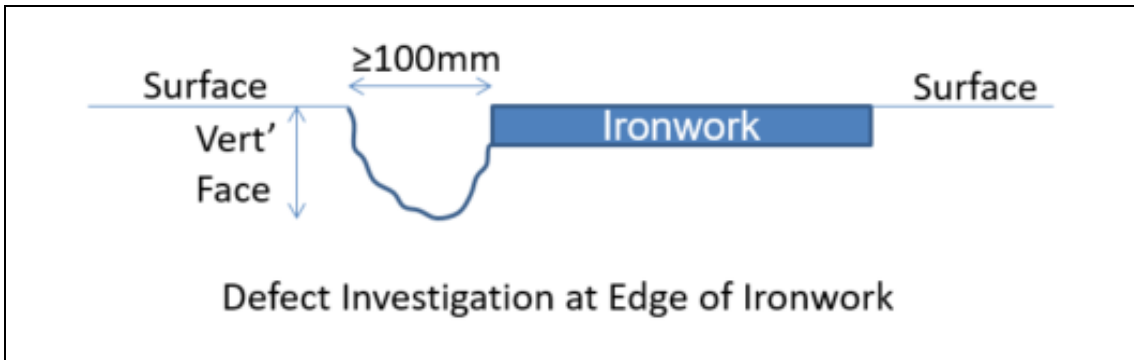
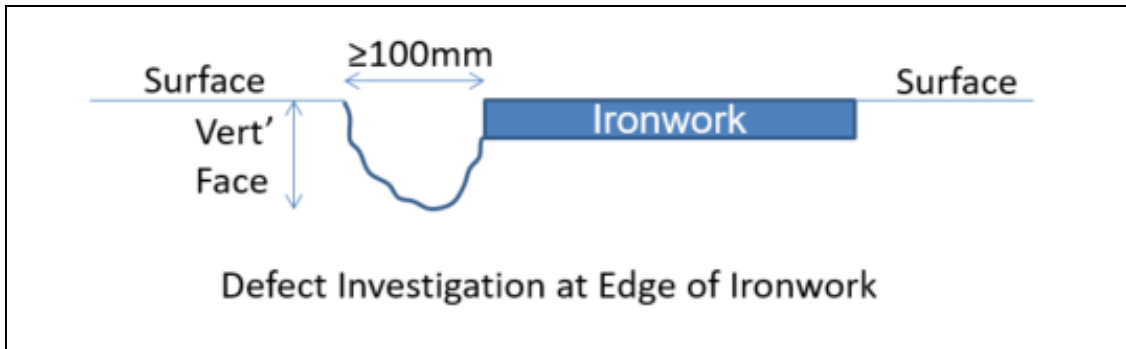


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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Ponding on <b>Carriageway (2)</b>					
<b>Definition</b>	Standing water on carriageways (generally in the channel) that causes a nuisance to adjacent properties and network users.					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>						
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Ironwork -					
<b>Definition</b>	Includes damaged, uneven (that presents a vertical face that exceeds the investigation level, see diag. opposite) or missing gullies, manholes, stop valves etc.					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	Missing	≥40 Vertical face		≥30 to 39 Vertical face.		Blocked or damaged
<b>1 – Main Distributor</b>	Missing	≥40 Vertical face		≥30 to 39 Vertical face.		Blocked or damaged
<b>2 – Secondary Distributor</b>	Missing	≥40 Vertical face		≥30 to 39 Vertical face.		Blocked or damaged
<b>3– Link Road</b>	Missing		≥40 Vertical face		≥30 to 39 Vertical face.	Blocked or damaged
<b>4 – Local Access Road</b>	Missing		≥40 Vertical face		≥30 to 39 Vertical face.	Blocked or damaged
<b>5 – Minor Road</b>	Missing		≥40 Vertical face		≥30 to 39 Vertical face.	Blocked or damaged
<b>Adopted Rear Lane</b>	Missing					Blocked or damaged
<b>Council Owned Carpark</b>	Missing	≥40 Vertical face		≥20 to 39 Vertical Face		Blocked or damaged
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	Missing	≥40 Vertical face		≥20 to 39 Vertical Face		Blocked or damaged
<b>1 – Town Centre Pedestrian Area</b>	Missing	≥40 Vertical face		≥20 to 39 Vertical Face		Blocked or damaged
<b>2– Outside Public Facilities</b>	Missing	≥40 Vertical face		≥20 to 39 Vertical Face		Blocked or damaged
<b>All Other Footways</b>	Missing		≥40 Vertical face		≥20 to 39 Vertical Face	Blocked or damaged
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



Example of Deterioration Around Ironwork

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Edge Deterioration					
<b>Definition</b>	Edge deterioration extending into carriageway or footway					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>				Extends into CW ≥150 x ≥30 deep		
<b>1 – Main Distributor</b>				Extends into CW ≥150 x ≥30 deep		
<b>2 – Secondary Distributor</b>				Extends into CW ≥150 x ≥30 deep		
<b>3– Link Road</b>					Extends into CW ≥150 x ≥30 deep	
<b>4 – Local Access Road</b>					Extends into CW ≥150 x ≥30 deep	
<b>5 – Minor Road</b>					Extends into CW ≥150 x ≥30 deep	
<b>Adopted Rear Lane</b>					Extends into CW ≥150 x ≥100 deep	
<b>Council Owned Carpark</b>				Extends into CW ≥150 x ≥20 deep		
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>				Extends into FW ≥150 x ≥20 deep		
<b>1 – Town Centre Pedestrian Area</b>				Extends into FW ≥150 x ≥20 deep		
<b>2– Outside Public Facilities</b>				Extends into FW ≥150 x ≥20 deep		
<b>All Other Footways</b>					Extends into FW ≥150 x ≥20 deep	
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



Example of Edge Deterioration

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Verge Defects					
<b>Definition</b>	Defects to the structure of the verge including those caused by vehicle over riding. Excludes feature installed by design such as grips cut for drainage purposes					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>						≥600 x ≥100 x ≥150 deep
<b>1 – Main Distributor</b>						≥600 x ≥100 x ≥150 deep
<b>2 – Secondary Distributor</b>						≥600 x ≥100 x ≥150 deep
<b>3– Link Road</b>						≥600 x ≥100 x ≥150 deep
<b>4 – Local Access Road</b>						≥600 x ≥100 x ≥150 deep
<b>5 – Minor Road</b>						≥600 x ≥100 x ≥150 deep
<b>Adopted Rear Lane</b>						≥600 x ≥100 x ≥150 deep
<b>Council Owned Carpark</b>						≥600 x ≥100 x ≥150 deep
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>						≥600 x ≥100 x ≥150 deep
<b>1 – Town Centre Pedestrian Area</b>						≥600 x ≥100 x ≥150 deep
<b>2– Outside Public Facilities</b>						≥600 x ≥100 x ≥150 deep
<b>All Other Footways</b>						≥600 x ≥100 x ≥150 deep
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						





Example of Verge Defect

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Cracking					
<b>Definition</b>	Longitudinal or transverse crack in the surface that extend for $\geq 1\text{m}$ distance.					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>				$\geq 1\text{m} \times \geq 75 \times \geq 30$ deep		
<b>1 – Main Distributor</b>				$\geq 1\text{m} \times \geq 75 \times \geq 30$ deep		
<b>2 – Secondary Distributor</b>				$\geq 1\text{m} \times \geq 75 \times \geq 30$ deep		
<b>3– Link Road</b>					$\geq 1\text{m} \times \geq 75 \times \geq 30$ deep	
<b>4 – Local Access Road</b>					$\geq 1\text{m} \times \geq 75 \times \geq 30$ deep	
<b>5 – Minor Road</b>					$\geq 1\text{m} \times \geq 75 \times \geq 30$ deep	
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>				$\geq 1\text{m} \times \geq 50 \times \geq 20$ deep		
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>				$\geq 1\text{m} \times \geq 50 \times \geq 20$ deep		
<b>1 – Town Centre Pedestrian Area</b>				$\geq 1\text{m} \times \geq 50 \times \geq 20$ deep		
<b>2– Outside Public Facilities</b>				$\geq 1\text{m} \times \geq 50 \times \geq 20$ deep		
<b>All Other Footways</b>					$\geq 1\text{m} \times \geq 50 \times \geq 20$ deep	
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Rutting					
<b>Definition</b>	Longitudinal surface depressions (often in the wheel track).					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>						≥10m x ≥300 x ≥100 deep
<b>1 – Main Distributor</b>						≥10m x ≥300 x ≥100 deep
<b>2 – Secondary Distributor</b>						≥10m x ≥300 x ≥100 deep
<b>3– Link Road</b>						≥10m x ≥300 x ≥100 deep
<b>4 – Local Access Road</b>						≥10m x ≥300 x ≥100 deep
<b>5 – Minor Road</b>						≥10m x ≥300 x ≥100 deep
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>				≥1m x ≥50 x ≥20 deep		
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>				≥1m x ≥50 x ≥20 deep		
<b>1 – Town Centre Pedestrian Area</b>				≥1m x ≥50 x ≥20 deep		
<b>2– Outside Public Facilities</b>				≥1m x ≥50 x ≥20 deep		
<b>All Other Footways</b>					≥1m x ≥50 x ≥20 deep	
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Crazing / Fretting					
<b>Definition</b>	Surface deterioration causing the breakup of surfacing material.					
<b>Action</b>	Defect recorded in the highway management system and appropriate works order generated.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>						Extends over 10m <sup>2</sup> or more
<b>1 – Main Distributor</b>						Extends over 10m <sup>2</sup> or more
<b>2 – Secondary Distributor</b>						Extends over 10m <sup>2</sup> or more
<b>3– Link Road</b>						Extends over 10m <sup>2</sup> or more
<b>4 – Local Access Road</b>						Extends over 10m <sup>2</sup> or more
<b>5 – Minor Road</b>						Extends over 10m <sup>2</sup> or more
<b>Adopted Rear Lane</b>						Extends over 10m <sup>2</sup> or more
<b>Council Owned Carpark</b>						Extends over 10m <sup>2</sup> or more
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>						Extends over 10m <sup>2</sup> or more
<b>1 – Town Centre Pedestrian Area</b>						Extends over 10m <sup>2</sup> or more
<b>2– Outside Public Facilities</b>						Extends over 10m <sup>2</sup> or more
<b>All Other Footways</b>						Extends over 10m <sup>2</sup> or more
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



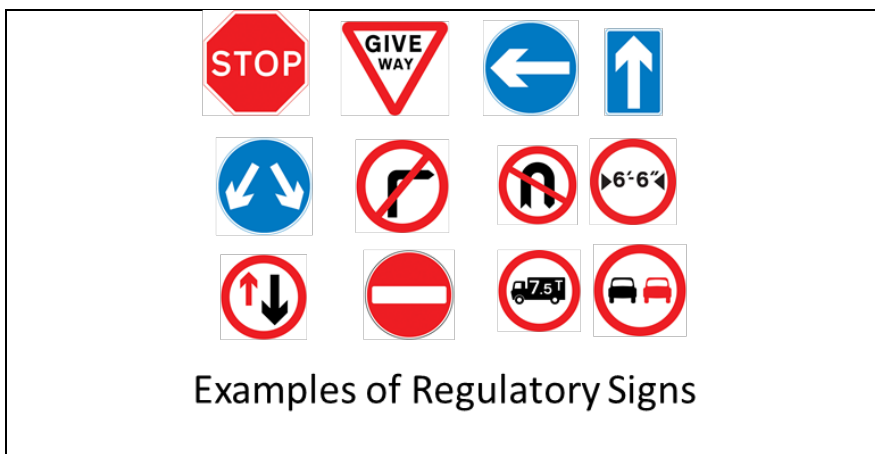
Example of Crazing



Example of Crazing

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Sign Plates on Illuminated and Non Illuminated Signs and Bollards					
<b>Definition</b>	Includes sign plates that are missing, faded so are unreadable, obscured or twisted.					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>				Regulatory & warning signs as definition above		
<b>1 – Main Distributor</b>				Regulatory & warning signs as definition above		
<b>2 – Secondary Distributor</b>						Regulatory & warning signs as definition above
<b>3– Link Road</b>						Regulatory & warning signs as definition above
<b>4 – Local Access Road</b>						Regulatory & warning signs as definition above
<b>5 – Minor Road</b>						Regulatory & warning signs as definition above
<b>Adopted Rear Lane</b>						Regulatory & warning signs as definition above
<b>Council Owned Carpark</b>						Regulatory & warning signs as definition above
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>						Regulatory & warning signs as definition above
<b>1 – Town Centre Pedestrian Area</b>						Regulatory & warning signs as definition above
<b>2– Outside Public Facilities</b>						Regulatory & warning signs as definition above
<b>All Other Footways</b>						Regulatory & warning signs as definition above
<ul style="list-style-type: none"> <li>• The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>• All dimensions are in millimetres unless otherwise stated</li> </ul>						





<b>Defect Investigation Levels</b>						
<b>Defect</b>	Illuminated and Non Illuminated Signs and Bollards					
<b>Definition</b>	Includes sign mounting heights that are too low, damaged elements that are deformed, corroded or remain as a stump causing a possible trip hazard or obstruction to users					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>• The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>• All dimensions are in millimetres unless otherwise stated</li> </ul>						



Example of Stump

### **Special Considerations for Illuminated and Non Illuminated Signs and Bollards**

- i. Safety inspections of traffic signs and bollards are visual only.
- ii. If a sign installation appears to be overloaded i.e. there are too many sign plates mounted on a post/posts. The issue should be referred to the relevant team for specialist consideration.

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Electrical Apparatus					
<b>Definition</b>	Includes exposed electrical elements for street lights, illuminated bollards, illuminated signs and other electrical installations.					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	Electrical elements exposed					
<b>1 – Main Distributor</b>	Electrical elements exposed					
<b>2 – Secondary Distributor</b>	Electrical elements exposed					
<b>3– Link Road</b>	Electrical elements exposed					
<b>4 – Local Access Road</b>	Electrical elements exposed					
<b>5 – Minor Road</b>	Electrical elements exposed					
<b>Adopted Rear Lane</b>	Electrical elements exposed					
<b>Council Owned Carpark</b>	Electrical elements exposed					
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	Electrical elements exposed					
<b>1 – Town Centre Pedestrian Area</b>	Electrical elements exposed					
<b>2– Outside Public Facilities</b>	Electrical elements exposed					
<b>All Other Footways</b>	Electrical elements exposed					
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



Example of Exposed Electrical Elements

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Street Furniture					
<b>Definition</b>	Includes seats, pedestrian and vehicular barriers, bins, fences etc. (that are not covered elsewhere in this doc) that are damaged or missing					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 5 working days	28 days	3 Months	Next Available Programme
<b>Strategic Route</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 15 working days	28 days	3 Months	Next Available Programme
<b>City Centre Pedestrian Area</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



Damaged Pedestrian Barrier



Missing Pedestrian Barrier

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Vehicle Safety Barrier					
<b>Definition</b>	Includes corrugated beam, open box beam and wire safety rope vehicle safety barriers that have been damaged and create a danger or serious inconvenience to the network user					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	The need to repair and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



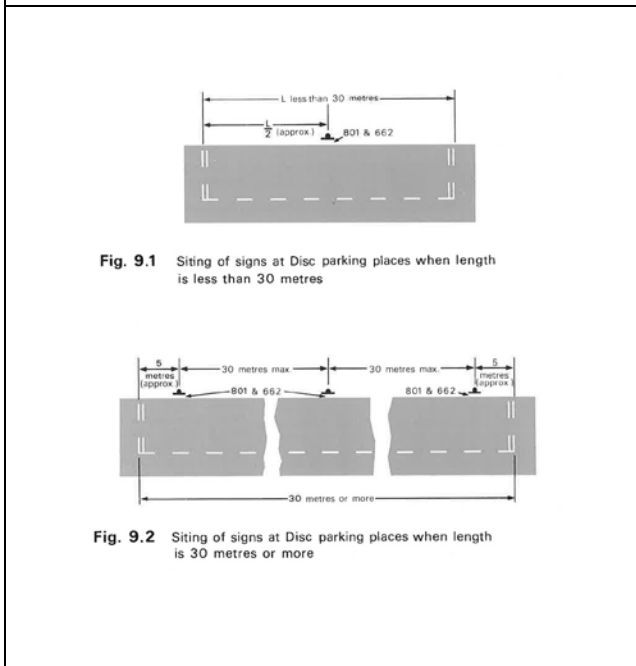
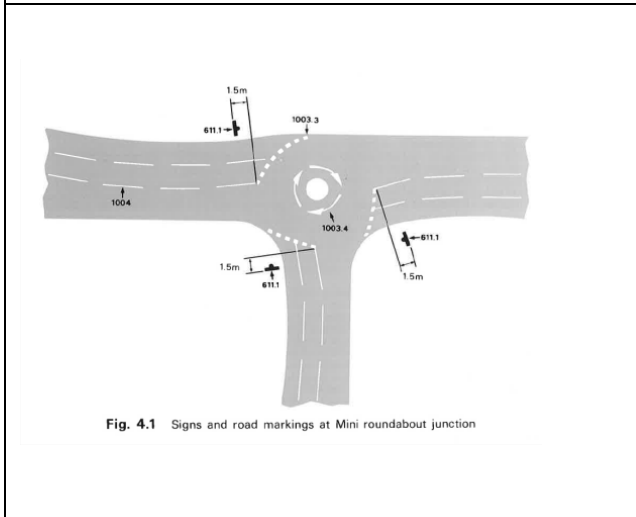
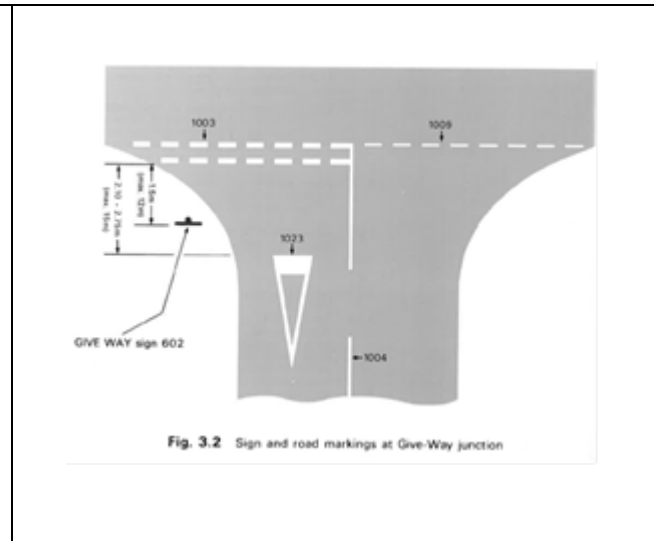
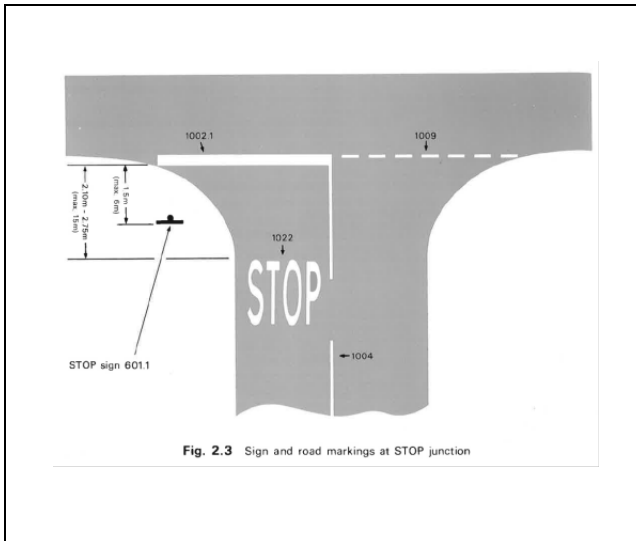
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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Road Studs					
<b>Definition</b>	Includes damaged and missing studs					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>						≥25% of section missing
<b>1 – Main Distributor</b>						≥25% of section missing
<b>2 – Secondary Distributor</b>						≥25% of section missing
<b>3– Link Road</b>						≥25% of section missing
<b>4 – Local Access Road</b>						≥25% of section missing
<b>5 – Minor Road</b>						≥25% of section missing
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>						
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Road Markings					
<b>Definition</b>	Includes worn or missing markings					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>				≥50% of regulatory missing or faded		
<b>1 – Main Distributor</b>				≥50% of regulatory missing or faded		
<b>2 – Secondary Distributor</b>						≥50% of regulatory missing or faded
<b>3– Link Road</b>						≥50% of regulatory missing or faded
<b>4 – Local Access Road</b>						≥50% of regulatory missing or faded
<b>5 – Minor Road</b>						≥50% of regulatory missing or faded
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						≥50% of regulatory missing or faded
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>						
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>The dimensional criteria relate to the appropriate response time as shown above, unless the nature and/or location of the defect is likely to cause harm or damage if not rectified in a shorter time.</li> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

### Examples of Regulatory Road Markings



		Restrictions in force throughout the working day, i.e. for at least 8 hours during the period 7am to 7pm on 4 or more days a week other than Sunday (Diags 1017A/1020)	Restrictions as for (A) plus any period before 7am or after 7pm on any day (Diags 1018&1021)	Any other restrictions e.g. (i) Alternating unilateral (ii) Peak hours only (iii) Sundays only (iv) Evenings only (Diags 1016.1&1019)
		A	B	C
<b>Longitudinal lines for restrictions on waiting</b>	The short transverse lines indicate the beginning or end of a restriction			
<b>Marks for restrictions on loading and unloading</b>	Where there is a raised kerb: These marks continue to the base of the kerb face			
	Where there is no raised kerb: The marks will be 300 long and separated from the longitudinal no waiting lines by approx. 250			

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Mud / Deposits / Debris on the Highway					
<b>Definition</b>	Any deposits on the highway that is likely to cause a danger or nuisance to network users.					
<b>Action</b>	In the first instance, the person responsible (if identifiable) should be contacted and a request to clean / removed as described below. If there is no response, sign, cleanse and recharge as appropriate					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	The need to action and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	The need to action and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						

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<b>Defect Investigation Levels</b>						
<b>Defect</b>	Obstructions					
<b>Definition</b>	Any obstruction on the highway (including verge) that is not licensed and / or does not have the correct level of signing, lighting and guarding					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council's enforcement team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	The need to remove and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	The need to remove and timescale in which to undertake shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						





Example of Highway Obstructions

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Traffic Signals & Telematics					
<b>Definition</b>	Includes damaged, malfunctioning or missing apparatus such as; traffic signals, controllers, controlled crossing, variable message signs, rotating plank signs etc.					
<b>Action</b>	Defect recorded in the highway management system and passed onto the Council's Telematics team.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 5 working days	28 days	3 Months	Next Available Programme
<b>Strategic Route</b>	Damaged, malfunctioning or missing apparatus must be reported to the Telematics team					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	2 hour	End of next working day	Within 15 working days	28 days	3 Months	Next Available Programme
<b>City Centre Pedestrian Area</b>	Damaged, malfunctioning or missing apparatus must be reported to the Telematics team					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



Example of Telematics Defect – (Traffic Signals not working)

<b>Defect Investigation Levels</b>						
<b>Defect</b>	Vegetation					
<b>Definition</b>	Includes overgrown vegetation causing a hazard or danger to highway users. e.g. obscure visibility splays, reduced available footway to less than 1.2m or excessive surface weed growth					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council's team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	The need to intervene and timescale in which to undertake work shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	The need to intervene and timescale in which to undertake work shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



Example of Excessive Vegetation Growth

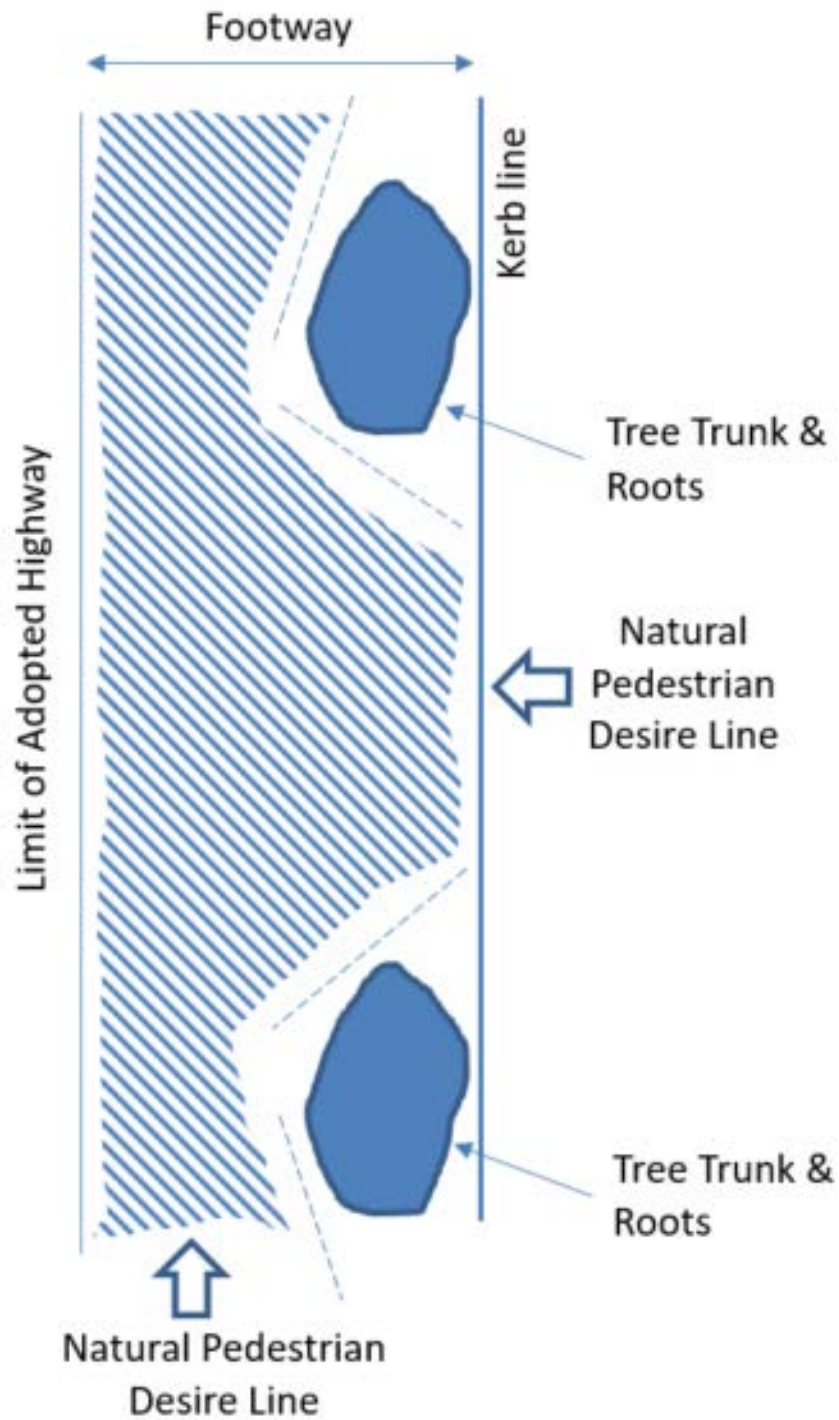
<b>Defect Investigation Levels</b>						
<b>Defect</b>	Highway Trees					
<b>Definition</b>	Includes damage caused by the growth of tree roots					
<b>Action</b>	Defect recorded in the highway management system and passed onto the relevant Council's team for action.					
<b>Defect Category</b>	<b>Critical Defect</b>	<b>Safety Defect</b>	<b>Safety Defect</b>	<b>Maint' Defect</b>	<b>Maint' Defect</b>	<b>Programmed Works</b>
<b>Carriageways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 5 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>Strategic Route</b>	The need to intervene and timescale in which to undertake work shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Main Distributor</b>						
<b>2 – Secondary Distributor</b>						
<b>3– Link Road</b>						
<b>4 – Local Access Road</b>						
<b>5 – Minor Road</b>						
<b>Adopted Rear Lane</b>						
<b>Council Owned Carpark</b>						
<b>Footways</b>						
<b>Response Time</b>	<b>2 hour</b>	<b>End of next working day</b>	<b>Within 15 working days</b>	<b>28 days</b>	<b>3 Months</b>	<b>Next Available Programme</b>
<b>City Centre Pedestrian Area</b>	The need to intervene and timescale in which to undertake work shall be based on a judgement of immediate risk using the matrix defined in Appendix C					
<b>1 – Town Centre Pedestrian Area</b>						
<b>2– Outside Public Facilities</b>						
<b>All Other Footways</b>						
<ul style="list-style-type: none"> <li>All dimensions are in millimetres unless otherwise stated</li> </ul>						



Example of Tree Root Damage



Example of Tree Root Damage



Example of the Actual Pedestrian Walking Route  
(**Natural Pedestrian Desire Line**) Avoiding Highway Trees



## 8. Recording & Monitoring of Information

8.1 The Council office systems allow for the electronic recording of safety inspections, service requests, complaints, reports, asset data and information from users and other third parties. These may require urgent action, special inspection, or influence future inspection or monitoring arrangements.

8.2 The inspection, assessment, recording and repair regime is reviewed on an annual basis. The purpose of this is to:

- Consider the need for changes to the inspection regime derived from the risk assessment.
- Ensure compliance with legal obligations
- Seek continuous improvement.

### 8.3 Method of Recording

All Highway Safety Inspection data is recorded on the Council's electronic AMX asset management system.

8.4 The recording system is also interrogated each time a third party claim is made against the council, with the information being used to establish the possibility of a Section 58 defence.

8.5 In order to ensure that safety inspections are being undertaken to a consistent and satisfactory level each inspector will be audited by a competent officer on a 12 monthly basis. This will consist of the competent officer re-inspecting a recent inspection checking compliance to this policy. Non-compliant inspections will be reviewed with the inspector by the competent officer and used as a training opportunity.

### 8.6 Performance Indicators (PI's)

The completion of safety inspections and repairs are monitored through performance indicators.

## **9. Health and Safety**

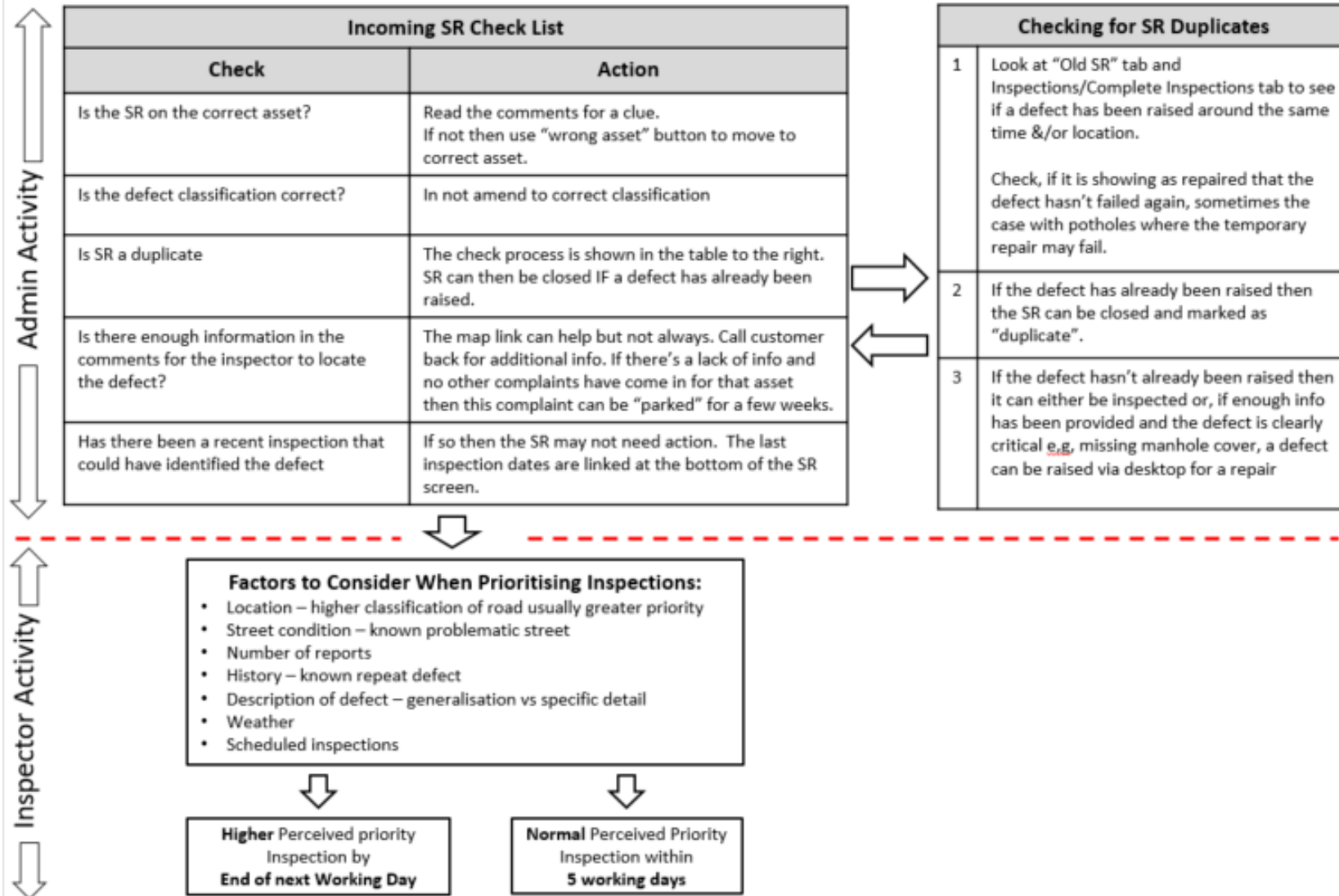
9.1 The Inspector shall be aware of their responsibility under the health and safety at work act (1974) and should be in possession of a copy of Safety at Street Works and Road Works

9.2 All inspections will be carried out in accordance with the relevant risk assessment STO 035 which can be viewed on the corporate information system.

## **10. Prioritising Customer Service Requests**

10.1 Defects reported by customers will be assessed and prioritised for inspection based on the process shown in the diagram below. It is generally based on evident risk e.g. if photographic evidence is supplied, or multiple reports of the same defect are received corroborating its severity.

### Prioritising Customer Service Requests (SR)



### Appendix A

#### Example of Cardiff Council Carriageway & Footway Hierarchy Document

	A	B	C	F	G	H	I	J	M	P	R	T	U	Y	Z
1	USRN	Road Name	A,B,C,U Existing Hierarchy	Existing Hierarchy	Strategic Route?	Why?	Initial Proposed Road Hierarchy	Is the assumed traffic flow within the band indicated below?	AAADT	Large volume of HGVs?	Is this part of "designated" diversion route?	2. Reviewed Road Hierarchy	Does road cross boundary?	4. Final Road Hierarchy	Comments
2	05800012	ADAM STREET	A	Main Distributor	Yes		Strategic Route	10,000 - 20,000	30053	No	No	Main Distributor	No	In Distributor	
3	05800023	ALBANY ROAD	A	Secondary Distributor	No		Main Distributor	10,000 - 20,000	24450	No	No	Main Distributor	No	Main Distributor	
4	05800065	ASH GROVE	A	Strategic Route	Yes		Strategic Route	10,000 - 20,000	30550	No	No	Strategic Route	No	Strategic Route	
5	05800074	ATLAS ROAD	A	Secondary Distributor	No		Main Distributor	10,000 - 20,000	7740	No	No	Secondary Distributor	No	Secondary Distributor	
6	05800171	BOULEVARD DE NANTES	A	Main Distributor	No		Main Distributor	10,000 - 20,000	19554	No	No	Main Distributor	No	Main Distributor	
7	05800183	BRIDGE ROAD	A	Secondary Distributor	No		Main Distributor	10,000 - 20,000	13140	No	No	Main Distributor	No	Main Distributor	
8	05804638	BRIDGE ROAD	A	Secondary Distributor	No		Main Distributor	10,000 - 20,000	13140	No	No	Main Distributor	No	Main Distributor	

## Appendix B

### Highway Inspections During Covid-19 Restrictions 26<sup>th</sup> March to 29<sup>th</sup> June 2020

On 23rd March 2020 the UK government introduced social distancing requirements for the British public which dramatically reduced the use of the highway network.

In response to these government requirements and adopting a risk based approach based on the vastly reduced usage of the highway network routine cyclic highway safety inspection were stopped on 23rd March 2020 and temporarily replaced with an alternative inspection regime as described below. This arrangement will remain in place until further notice.

Considering reduced traffic, pedestrian flows and the limitations placed on inspection personnel the alternative inspection regime is used to identify critical and safety defects as defined in Part C: 001 – Highway Safety Inspections undertaken in the following areas:

- Daily driven (Monday to Friday) inspections of the strategic network carriageways only. Commenced on 26<sup>th</sup> March 2020. Areas listed in Appendix B1.
- Driven inspection of main distributor route carriageways only, undertaken on a 4 day cycle (Monday to Friday). Commenced on 14<sup>th</sup> April 2020. Areas listed in Appendix B2.
- Monthly walked inspection of city centre pedestrian areas linking stations and key locations, commenced on 14<sup>th</sup> April 2020. Areas listed in Appendix B3:
- Following the above adjustments made to the inspection regime due to the COVID-19 situation routine highway safety inspections returned to their normal schedule on 29th June 2020.

Due to the extenuating circumstances created by the COVID-19 situation and the Government restrictions, any routine highway safety inspection missed during the period 26th March and 29th June 2020 will not be undertaken until their next scheduled inspection date.

## Appendix B1 Strategic Routes for Inspection

Name	Ward	Class
BUTETOWN LINK	BUTETOWN	Strategic Route
CENTRAL LINK	BUTETOWN	Strategic Route
ELY LINK	CAERAU	Strategic Route
WESTERN AVENUE	FAIRWATER	Strategic Route
WESTERN AVENUE	GABALFA	Strategic Route
WESTERN AVENUE	GABALFA	Strategic Route
GRANGETOWN LINK	GRANGETOWN	Strategic Route
WESTERN AVENUE	LLANDAFF	Strategic Route
EASTERN AVENUE	PONTPRENNAU	Strategic Route
PENTWYN LINK	PONTPRENNAU	Strategic Route
EAST MOORS VIADUCT	RUMNEY	Strategic Route
SOUTHERN WAY	RUMNEY	Strategic Route
ROVER WAY	SPLOTT	Strategic Route
FFORDD EWART PARKINSON	SPLOTT	Strategic Route
NEWPORT ROAD	TROWBRIDGE	Strategic Route
ASH GROVE	WHITCHURCH	Strategic Route
MANOR WAY	WHITCHURCH	Strategic Route
NORTHERN AVENUE	WHITCHURCH	Strategic Route

## Appendix B2 Main Distributor Routes for Inspection

Name	Ward	Class
BERESFORD ROAD	ADAMSDOWN	Main Distributor
BLANCHE STREET LANE	ADAMSDOWN	Main Distributor
BERESFORD ROAD NEWPORT ROAD ACCESS	ADAMSDOWN	Main Distributor
MOIRA TERRACE	ADAMSDOWN	Main Distributor
FITZALAN PLACE	ADAMSDOWN	Main Distributor
GLOSSOP ROAD	ADAMSDOWN	Main Distributor
ADAM STREET	ADAMSDOWN	Main Distributor
CLARENCE ROAD	BUTETOWN	Main Distributor
CARDIFF BAY RETAIL PARK	BUTETOWN	Main Distributor
HERBERT STREET	BUTETOWN	Main Distributor
STUART STREET	BUTETOWN	Main Distributor
EAST TYNDALL STREET	BUTETOWN	Main Distributor
TYNDALL STREET	BUTETOWN	Main Distributor
PENARTH ROAD	BUTETOWN	Main Distributor
JAMES STREET	BUTETOWN	Main Distributor
PIERHEAD STREET	BUTETOWN	Main Distributor
BUTE STREET	BUTETOWN	Main Distributor
LECKWITH ROAD	CANTON	Main Distributor
COWBRIDGE ROAD EAST	CANTON	Main Distributor
LECKWITH ROAD	CANTON	Main Distributor
WHITCHURCH ROAD	CATHAYS	Main Distributor
CRWYS ROAD	CATHAYS	Main Distributor
GUILDFORD STREET	CATHAYS	Main Distributor
DUMFRIES PLACE	CATHAYS	Main Distributor
ST ANDREW'S PLACE	CATHAYS	Main Distributor

BUTE TERRACE	CATHAYS	Main Distributor
KINGSWAY	CATHAYS	Main Distributor
DUKE STREET	CATHAYS	Main Distributor
NORTH ROAD	CATHAYS	Main Distributor
BOULEVARD DE NANTES	CATHAYS	Main Distributor
STUTTGARTER STRASSE	CATHAYS	Main Distributor
CASTLE STREET	CATHAYS	Main Distributor
LLANTRISANT ROAD	CREIGIAU	Main Distributor
FIDLAS ROAD	CYNCOED	Main Distributor
LAKE ROAD WEST	CYNCOED	Main Distributor
LLANDENNIS ROAD	CYNCOED	Main Distributor
RHYD Y PENAU ROAD	CYNCOED	Main Distributor
CYNCOED ROAD	CYNCOED	Main Distributor
CULVERHOUSE CROSS	ELY	Main Distributor
COWBRIDGE ROAD WEST	ELY	Main Distributor
LLANTRISANT ROAD	FAIRWATER	Main Distributor
ST FAGANS ROAD	FAIRWATER	Main Distributor
NORTH ROAD	GABALFA	Main Distributor
WHITCHURCH ROAD	GABALFA	Main Distributor
CLARENCE ROAD	GRANGETOWN	Main Distributor
FERRY ROAD	GRANGETOWN	Main Distributor
PENARTH ROAD	GRANGETOWN	Main Distributor
PENARTH ROAD	GRANGETOWN	Main Distributor
COGAN SPUR	GRANGETOWN	Main Distributor
AVONDALE ROAD	GRANGETOWN	Main Distributor
HADFIELD ROAD	GRANGETOWN	Main Distributor
CAERPHILLY ROAD	HEATH	Main Distributor
MERTHYR ROAD	HEATH	Main Distributor
ALLENSBANK ROAD	HEATH	Main Distributor
KING GEORGE V DRIVE EAST	HEATH	Main Distributor
NORTH ROAD	HEATH	Main Distributor
LLANTRISANT ROAD	LLANDAFF	Main Distributor
BRIDGE ROAD	LLANDAFF	Main Distributor
WAUNGRON ROAD	LLANDAFF	Main Distributor
CARDIFF ROAD	LLANDAFF	Main Distributor
STATION ROAD	LLANDAFF NORTH	Main Distributor
BRIDGE ROAD	LLANDAFF NORTH	Main Distributor
FIDLAS ROAD	LLANISHEN	Main Distributor
TY GLAS AVENUE	LLANISHEN	Main Distributor
LLANEDEYRN ROAD EASTERN AVENUE ACCESS NORTH	PENTWYN	Main Distributor
PENTWYN ROAD	PENTWYN	Main Distributor
LLANEDEYRN JUNCTION (SOUTHERN WAY)	PENTWYN	Main Distributor
PENTWYN JUNCTION	PENTWYN	Main Distributor
SOUTHERN WAY EASTERN AVENUE LINK NORTH	PENTWYN	Main Distributor
YNYS BRIDGE	PENTYRCH	Main Distributor
COLCHESTER AVENUE	PENYLAN	Main Distributor
IPSWICH ROAD	PENYLAN	Main Distributor
RHYMNEY RIVER BRIDGE ROAD	PENYLAN	Main Distributor
NEWPORT ROAD	PENYLAN	Main Distributor
CYNCOED ROAD	PENYLAN	Main Distributor
CITY ROAD	PLASNEWYDD	Main Distributor
NEWPORT ROAD	PLASNEWYDD	Main Distributor
CRWYS ROAD	PLASNEWYDD	Main Distributor

ALBANY ROAD	PLASNEWYDD	Main Distributor
PONTPRENNAU JUNCTION	PONTPRENNAU	Main Distributor
MOTORWAY JUNCTION 30	PONTPRENNAU	Main Distributor
HEOL PONTPRENNAU	PONTPRENNAU	Main Distributor
SOUTHERN WAY EASTERN AVENUE ACCESS SOUTH	PONTPRENNAU	Main Distributor
LLANEDEYRN ROAD EASTERN AVENUE ACCESS SOUTH	PONTPRENNAU	Main Distributor
LLANTRISANT ROAD	RADYR	Main Distributor
HEOL ISAF	RADYR	Main Distributor
MAIN ROAD	RADYR	Main Distributor
TY-NANT ROAD	RADYR	Main Distributor
CAERPHILLY ROAD	RHIWBINA	Main Distributor
PANTMAWR ROAD	RHIWBINA	Main Distributor
THORNHILL ROAD	RHIWBINA	Main Distributor
CORYTON INTERCHANGE SOUTH BOUND OFF SLIP ROAD	RHIWBINA	Main Distributor
CLARE STREET	RIVERSIDE	Main Distributor
COWBRIDGE ROAD EAST	RIVERSIDE	Main Distributor
LOWER CATHEDRAL ROAD	RIVERSIDE	Main Distributor
CATHEDRAL ROAD	RIVERSIDE	Main Distributor
PEN-HILL ROAD	RIVERSIDE	Main Distributor
WELLINGTON STREET	RIVERSIDE	Main Distributor
NEWPORT ROAD	RUMNEY	Main Distributor
OCEAN WAY	SPLOTT	Main Distributor
EAST TYNDALL STREET	SPLOTT	Main Distributor
HEOL LAS	TROWBRIDGE	Main Distributor
LLANEWRWG WAY	TROWBRIDGE	Main Distributor
LAMBY WAY	TROWBRIDGE	Main Distributor
WENTLOOG AVENUE	TROWBRIDGE	Main Distributor
NEWPORT ROAD	TROWBRIDGE	Main Distributor
FORTTRAN ROAD	TROWBRIDGE	Main Distributor
WILLOWBROOK DRIVE	TROWBRIDGE	Main Distributor
WILLOWDENE WAY	TROWBRIDGE	Main Distributor
PARK ROAD	WHITCHURCH	Main Distributor
TAFFS WELL ROUNDABOUT	WHITCHURCH	Main Distributor
NORTHERN AVE OB FROM CORYTON OFFSLIP TO CORYTON ONSLIP	WHITCHURCH	Main Distributor
PENDWYALLT ROAD	WHITCHURCH	Main Distributor
CARDIFF ROAD	WHITCHURCH	Main Distributor
NORTHERN AVE IB FROM CORYTON OFFSLIP TO CORYTON ONSLIP	WHITCHURCH	Main Distributor
THE PHILOG	WHITCHURCH	Main Distributor
MERTHYR ROAD	WHITCHURCH	Main Distributor
CORYTON INTERCHANGE NORTH BOUND ON SLIP ROUND	WHITCHURCH	Main Distributor



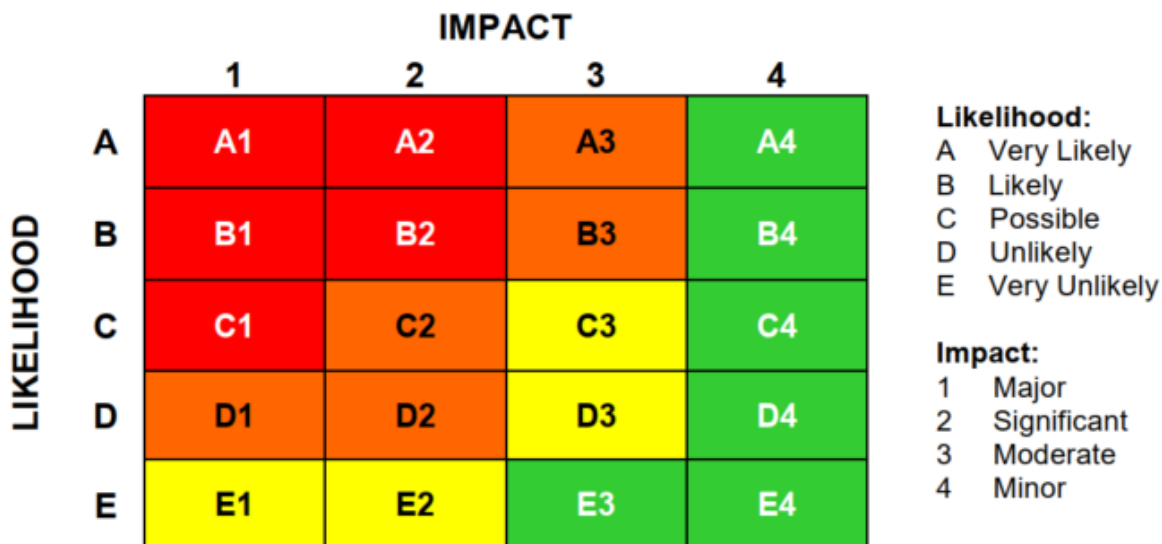
## Appendix B3

### City Centre Pedestrian Areas for Inspection

<b>Name</b>	<b>Ward</b>	<b>Class</b>
ST MARY STREET	CATHAYS	City Centre
CASTLE STREET	CATHAYS	City Centre
DUKE STREET	CATHAYS	City Centre
NORTH EDWARD STREET	CATHAYS	City Centre
SAUNDERS ROAD	CATHAYS	City Centre
GUILDFORD STREET	CATHAYS	City Centre
CHURCHILL WAY	CATHAYS	City Centre
HIGH STREET	CATHAYS	City Centre
QUEEN STREET	CATHAYS	City Centre
STATION TERRACE	CATHAYS	City Centre
WOOD STREET	CATHAYS	City Centre
WESTGATE STREET	CATHAYS	City Centre
KINGSWAY	CATHAYS	City Centre
TRINITY STREET	CATHAYS	City Centre
THE HAYES	CATHAYS	City Centre
GREYFRIARS ROAD	CATHAYS	City Centre
MILL LANE	CATHAYS	City Centre
CHURCH STREET	CATHAYS	City Centre
QUEEN STREET	CATHAYS	City Centre
PARK PLACE	CATHAYS	City Centre
ST JOHN STREET	CATHAYS	City Centre
WORKING STREET	CATHAYS	City Centre
THE FRIARY	CATHAYS	City Centre

## Appendix C

### Risk Matrix



Risk	Defect Category #
RED	Critical defect
AMBER	Safety defect
YELLOW	Maintenance Defect
GREEN	Next Available Programme or no response

# - ensure defect category & response time relates to correct hierarchy – refer to table 5.11a & 5.11b

#### LIKELIHOOD table

Description	Probability	Criteria
A. Very Likely	75%+	Expected to occur in most circumstances
B. Likely	50% - 74%	Will probably occur in most circumstances
C. Possible	30% - 49%	Not likely to occur but a distinct possibility
D. Unlikely	10% - 29%	Not expected to happen but there is the potential
E. Very Unlikely	Less than 10%	May only happen in exceptional circumstances

#### IMPACT table

Description	1 - Major	2 – Significant	3 – Moderate	4 - Minor
Health & safety risk of injury	Fatality	Major Injury #	Minor Injury	No Injury

# - Specified injuries classified by Health & Safety Executive (HSE) as a major injury, see below:

- i. Bone fractures (other than to fingers, thumbs and toes)
- ii. Amputation of arm, hand, finger, thumb, leg, foot or toe
- iii. Any injury causing permanent blinding or reduction in sight to one or both eyes
- iv. Any crush injury to the head or torso causing damage to the brain or internal organs
- v. Any burn injury covering more than 10% of the body or causing damage to the eyes, respiratory system or vital organs
- vi. Any scalping requiring hospital treatment
- vii. Loss of consciousness caused by head injury or asphyxia
- viii. Any injury from work in an enclosed space leading to hypothermia or heat-induced illness, or requiring resuscitation or admittance to hospital for more than 24 hours

## Appendix D:

CSS Wales Risk Based Approach Guidance (due to space limitations stored in a separate document):

- i. Summary – v1 Final
- ii. Rationale Behind the Approach 2019 – v1 Final
- iii. Method 2019 – v1 Final
- iv. National Minimum Standards Inspection & Repair 2019 – v1 Final