



**Agenda for a meeting of the Shipley Area Committee to be held on Wednesday, 15 November 2017 at 6.00 pm in the Council Chamber, Bingley Town Hall**

**Members of the Committee – Councillors**

CONSERVATIVE	LABOUR	GREEN
Heseltine Shaw Barker Davies Riaz Townend	Greenwood Ross-Shaw	Love

**Alternates:**

CONSERVATIVE	LABOUR	GREEN
Cooke Ellis Pennington M Pollard D Smith Whiteley	Hinchcliffe	H Hussain Warnes

**Notes:**

- This agenda can be made available in Braille, large print or tape format on request by contacting the Agenda contact shown below.
- The taking of photographs, filming and sound recording of the meeting is allowed except if Councillors vote to exclude the public to discuss confidential matters covered by Schedule 12A of the Local Government Act 1972. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. Anyone attending the meeting who wishes to record or film the meeting's proceedings is advised to liaise with the Agenda Contact who will provide guidance and ensure that any necessary arrangements are in place. Those present who are invited to make spoken contributions to the meeting should be aware that they may be filmed or sound recorded.
- If any further information is required about any item on this agenda, please contact the officer named at the foot of that agenda item.

***Decisions on items marked \* are not Executive functions and may not be called in under Paragraph 8.7 of Part 3E of the Constitution.***

**From:**

**To:**

Parveen Akhtar  
City Solicitor  
Agenda Contact: Palbinder Sandhu  
Phone: 01274 432269  
E-Mail: palbinder.sandhu@bradford.gov.uk

## A. PROCEDURAL ITEMS

### 1. ALTERNATE MEMBERS (Standing Order 34)

The City Solicitor will report the names of alternate Members who are attending the meeting in place of appointed Members.

### 2. DISCLOSURES OF INTEREST

(Members Code of Conduct - Part 4A of the Constitution)

To receive disclosures of interests from members and co-opted members on matters to be considered at the meeting. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

*Notes:*

- (1) *Members may remain in the meeting and take part fully in discussion and voting unless the interest is a disclosable pecuniary interest or an interest which the Member feels would call into question their compliance with the wider principles set out in the Code of Conduct. Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (2) *Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*
- (3) *Members are also welcome to disclose interests which are not disclosable pecuniary interests but which they consider should be made in the interest of clarity.*
- (4) *Officers must disclose interests in accordance with Council Standing Order 44.*

### 3. MINUTES

**Recommended –**

**That the minutes of the meetings held on 13 September and 11 October 2017 be signed as a correct record (previously circulated).**

(Palbinder Sandhu – 01274 432269)



#### 4. INSPECTION OF REPORTS AND BACKGROUND PAPERS

(Access to Information Procedure Rules – Part 3B of the Constitution)

Reports and background papers for agenda items may be inspected by contacting the person shown after each agenda item. Certain reports and background papers may be restricted.

Any request to remove the restriction on a report or background paper should be made to the relevant Strategic Director or Assistant Director whose name is shown on the front page of the report.

If that request is refused, there is a right of appeal to this meeting.

Please contact the officer shown below in advance of the meeting if you wish to appeal.

(Palbinder Sandhu - 01274 432269)

#### 5. PUBLIC QUESTION TIME

(Access to Information Procedure Rules – Part 3B of the Constitution)

To hear questions from electors within the District on any matter this is the responsibility of the Committee.

**Questions must be received in writing by the City Solicitor in Room 112, City Hall, Bradford, BD1 1HY, by mid-day on Monday 13 November 2017.**

(Palbinder Sandhu - 01274 432269)

### B. BUSINESS ITEMS

#### 6. PETITION FOR TRAFFIC MANAGEMENT MEASURES ON B6151 BAILDON ROAD, BAILDON 1 - 10

The Strategic Director, Place will submit **Document “P”** which considers a petition from local residents of Baildon, who are expressing concerns regarding speeding motorists on B6151 Baildon Road, Baildon.

**Recommended –**

**(1) That the petitioners’ request to introduce traffic management measures on B6151 Baildon Road to address speeding be included on the list of scheme candidates to be considered by this Committee for possible inclusion within its 2018/19 capital works programme.**



**(2) That the lead petitioner be informed accordingly.**

(Environment and Waste Management Overview and Scrutiny Committee)

(Simon D'Vali – 01535 618375)

**7. LOCAL HIGHWAY MAINTENANCE - DEVOLUTION UPDATE & FUNCTION OVERVIEW**

11 - 30

The Strategic Director, Place will submit **Document “Q”** which details how the Planning, Transportation & Highways service currently manages the Local Highway Maintenance (LHM) function and allocates resources.

It also updates the Committee with regard to current operations being undertaken on the network and the indicative costs of works undertaken in the current financial year.

**Recommended –**

- (1) That the current operational methods adopted for Local Highway Maintenance be noted.**
- (2) That the costs to date for the 2017/18 financial year be noted.**
- (3) That the list of completed and ordered CAT3 works as shown in Appendix 5 of Document “Q” be noted.**
- (4) That the number/percentage of gullies cleaned within the constituency as shown in Appendix 6 of Document “Q” be noted.**

(Environment and Waste Management Overview and Scrutiny Committee)

(Andy Fisher – 01274 618297)

THIS AGENDA AND ACCOMPANYING DOCUMENTS HAVE BEEN PRODUCED, WHEREVER POSSIBLE, ON RECYCLED PAPER





## Report of the Strategic Director (Place) to the meeting of the Shipley Area Committee to be held on 15 November 2017.

---

### Subject:

**P**

A petition requesting the introduction of traffic management measures on B6151 Baildon Road, Baildon.

### Summary statement:

This report considers a petition from local residents of Baildon, who are expressing concerns regarding speeding motorists on B6151 Baildon Road, Baildon.

### It is recommended:

- That the petitioners' request to introduce traffic management measures on B6151 Baildon Road to address speeding be included on the list of scheme candidates to be considered by this Committee for possible inclusion within its 2018/19 capital works programme.
- That the lead petitioner be informed accordingly.

Ward : 1 (Baildon)

---

Steven Hartley  
Strategic Director (Place)

### Portfolio:

Regeneration, Planning and Transport

Report Contact: Simon D'Vali  
Phone: 01535 618375  
E-mail: [simon.dvali@bradford.gov.uk](mailto:simon.dvali@bradford.gov.uk)

### Overview & Scrutiny Area:

Environment and Waste Management

## **1. SUMMARY**

- 1.1 A 145 signature petition has been received from local residents of the Baildon Road area, Baildon. The front page of, and an extract from the petition, is attached to this report as Appendix 1.
- 1.2 The lead petitioner is a resident of Hinchcliffe Avenue, Baildon.

## **2. BACKGROUND**

- 2.1 A petition with 145 signatures has been received from local residents living on or near B6151 Baildon Road, Baildon.
- 2.3 The petitioners request that their road safety concerns be investigated and traffic measures be introduced on B6151 Baildon Road.
- 2.4 The section of B6151 Baildon Road, Baildon, between its junctions with Otley Road and Station Road, is situated south of Baildon village and carries village traffic into Shipley and beyond. The road is residential in nature with a 30mph speed limit and street lighting on both sides. A location plan is attached to this report as Appendix 2.
- 2.5 Council records show that nine traffic collisions (resulting in 15 'slight' casualties) occurred in the five year period ending 09/09/17. A plan showing the locations of the traffic collisions is attached to this report as appendix 3.
- 2.6 Traffic speeds and volumes on B6151 Baildon Road were recorded on 2 October 2017. The combined two-way flow for the 24 hour survey period was 13851 vehicles (with 9672 not complying with the 30mph speed limit and 74 motorists driving over 61mph).
- 2.7 This section of Baildon Road is not included in this Committee's approved Casualty Reduction Programme or 'reserve list', nor the list of locally determined scheme candidates.
- 2.8 Local Members are aware of the petitioners' request.

## **3. OTHER CONSIDERATIONS**

- 3.1 The speed survey results will be forwarded to West Yorkshire Police for their information and consideration regarding possible enforcement action.

## **4. FINANCIAL & RESOURCE APPRAISAL**

- 4.1 The estimated cost of introducing traffic management measures on Baildon Road would be approximately £28,000. There are no proposals or allocated funding to introduce traffic measures on Baildon Road at this moment in time.

**5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

There are no risk management implications

**6. LEGAL APPRAISAL**

There are no legal implications at present

**7. OTHER IMPLICATIONS**

None

**7.1 EQUALITY & DIVERSITY**

In the event that a scheme was developed, regard would be given to Section 149 of the Equality Act 2010.

**7.2 SUSTAINABILITY IMPLICATIONS**

There are no sustainability implications

**7.3 GREENHOUSE GAS EMISSIONS IMPACTS**

There are no implications regarding greenhouse gas emission impacts.

**7.3 COMMUNITY SAFETY IMPLICATIONS**

There are no community safety implications.

**7.4 HUMAN RIGHTS ACT**

There are no implications for human rights.

**7.5 TRADE UNION**

There are no trade union implications.

**7.6 WARD IMPLICATIONS**

None.

## **7.7 AREA COMMITTEE ACTION PLAN IMPLICATIONS**

There is no implication that development and implementation of schemes included in this report support priorities within the Shipley Area Committee's Action Plan.

## **8. NOT FOR PUBLICATION DOCUMENTS**

None

## **9. OPTIONS**

### **9.1 Option 1 (Recommended) –**

- That the petitioners' request for traffic management measures on B6151 Baildon Road to address speeding be included on the list of scheme candidates to be considered by this Committee for possible inclusion within its 2018/19 capital works programme.
- That the lead petitioner be advised accordingly.

### **9.2 Option 2 (Not Recommended) –**

- That this Committee notes the petitioners' concerns and resolves that no further action be taken at this moment in time regarding the request for traffic management measures on B6151 Baildon Road, Baildon.
- That the lead petitioner be advised accordingly.

### **9.3 Option 3 – (Not Recommended)**

- Members may prefer to take a course of action other than that indicated in the above options or the recommendations, in which case they will receive appropriate guidance from officers.

## **10. RECOMMENDATIONS**

### **10.1 Option 1 (Recommended) –**

- That the petitioners' request for traffic management measures on B6151 Baildon Road to address speeding be included on the list of scheme candidates to be considered by this Committee for possible inclusion within its 2018/19 capital works programme.
- That the lead petitioner be advised accordingly.



## **11. APPENDICES**

- 11.1 Appendix 1– The front page of, and extract from, the petition to which this report relates.
- 11.2 Appendix 2 – A location plan showing the Baildon Road area.
- 11.3 Appendix 3 - A plan showing traffic collision locations.

## **12. BACKGROUND DOCUMENTS**

- 12.1 Devolved Budget - Safer Roads Schemes report presented to this committee on 28 June 2017.



Mr. Steve Hartley  
Strategic Director with Responsibility for Highways  
Department of Place, Bradford MDC  
Britannia House, 3<sup>rd</sup> Floor, Argus Chambers  
Hall Ings, Bradford, BD1 1HX

Dear Mr. Steve Hartley,

We are a group of Baildon residents concerned about the excessive speeding by motorists both into and out of the town centre on the steep and winding road known as Baildon Road.

In your letter of the 24<sup>th</sup> March you mention a vehicle activated sign on this road when, in fact, there is none. There is, however, a small, "Please Reduce Speed" sign at the top of the road. This sign is very easily missed by passing motorists. It is also the only speed warning. Current road markings and signage are therefore inadequate in reducing the speed of motorists, particularly when travelling downhill. As a consequence, there have been numerous incidents where speeding motorists have collided with parked vehicles and/or crashed into walls.

We therefore request that matters are expedited before someone is seriously injured or killed on this road by speeding motorists. Our views on this matter are supported by the signatories to our attached petition, who are all residents of Baildon.

Sincerely,

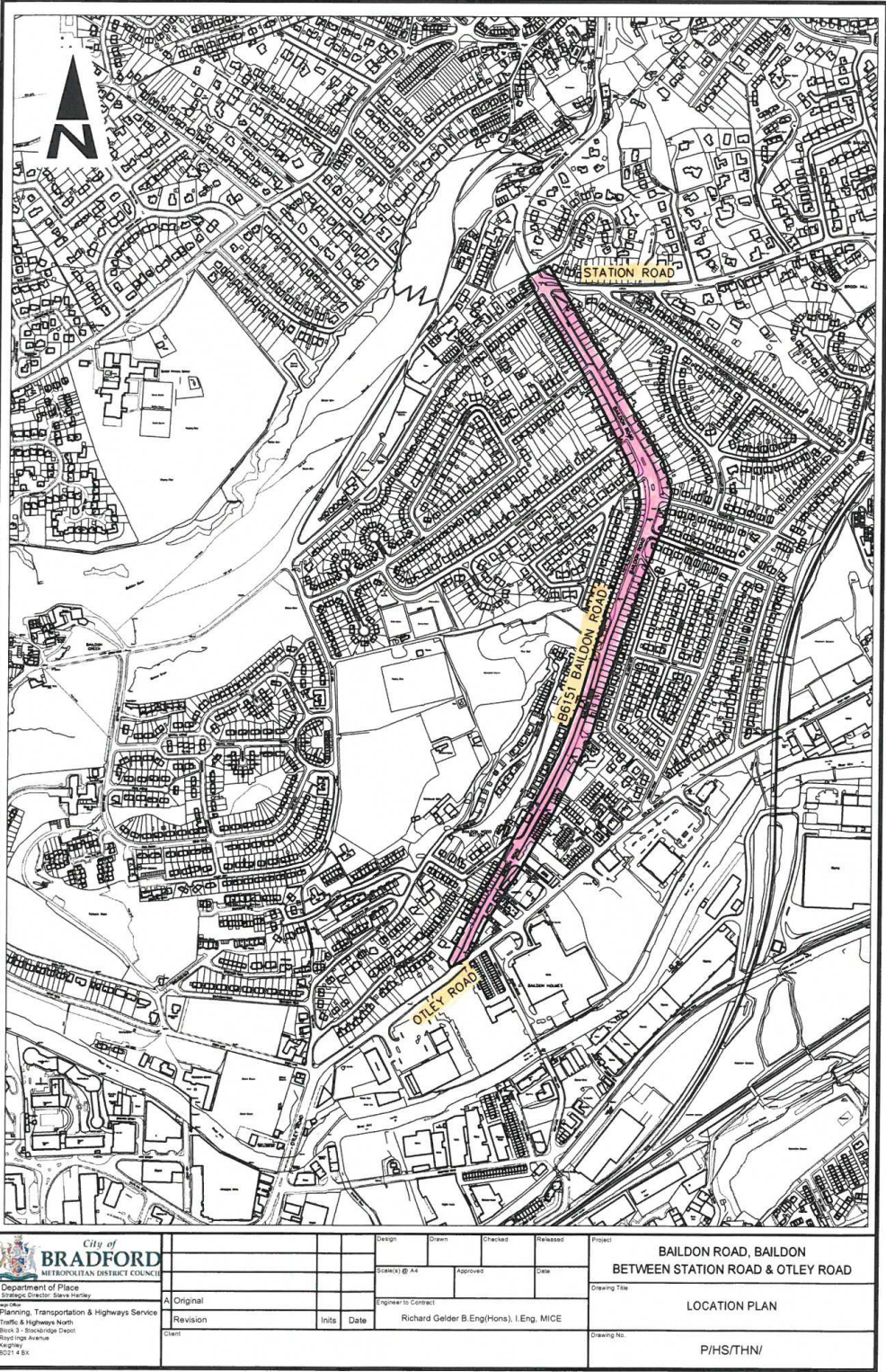
**Petition to Improve Speed Limit Signage on Baldon Road**

There are frequent incidents involving speeding drivers on the main road into and out of Baldon town centre. These range from minor collisions to major impacts on wells belonging to properties flanking Baldon Road.

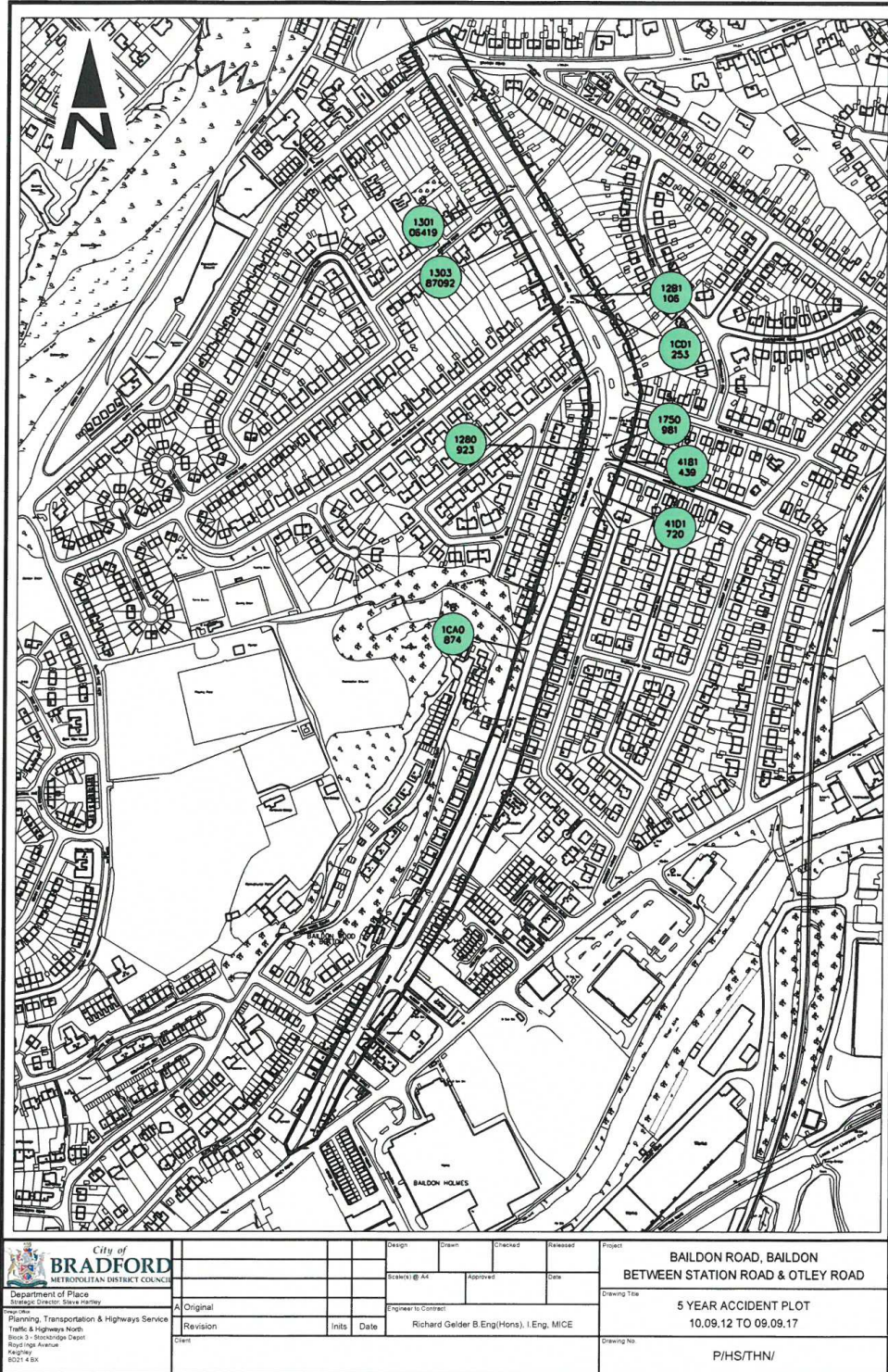
We, the undersigned, are concerned Baldon residents who urge the Strategic Director with responsibility for Highways to act now to introduce speed restriction and reminder signs along the route of Baldon Road to slow down the speeding motorists.

Printed Name	Signature	Address	Comment	Date
			Well And House. Needs Camras Camera 9 There. Seen	
			Dive for too fast Seen animals killed DID NOT STOP 200YD BEFORE LINE 10. clock was seen THROUGH WALL JUMP	
			Just east	
			Too noisy	
			ASKY FOR CAMRAS YOU'VE ASO	
			TOO FAST	
			M ROAD CAMERA	
			NEED SPEED CAMERAS + HUNDRE	
			NEEDS SPEED CAMERAS	
			M Noisy & speeds traffic	
			Speed Camras	
			IS Speed Camras all the way up Baldon Road	

7-7-17

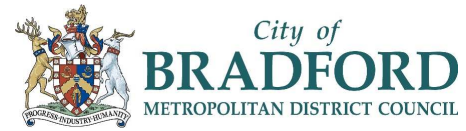


# Appendix 3



<p><b>City of BRADFORD</b> METROPOLITAN DISTRICT COUNCIL</p> <p>Department of Place Strategic Director: Steve Harty</p> <p>Planning, Transportation &amp; Highways Service Traffic &amp; Highways North Block 3 - Stockbridge Depot Royal High Avenue Keighley BD21 4BQ</p>	Design	Drawn	Checked	Released	Project
	Scale 1:1 @ A4	Approved	Date		BALDON ROAD, BALDON BETWEEN STATION ROAD & OTLEY ROAD
	Engineer to Contract				Drawing Title
	Revision	Initia	Date	Richard Gelder B.Eng(Hons), I.Eng, MICE	5 YEAR ACCIDENT PLOT 10.09.12 TO 09.09.17
Drawn					Drawing No P/HS/THN/

This page is intentionally left blank



## Report of the Strategic Director of Place to the meeting of the Shipley Area Committee to be held on 15th November 2017

---

### Subject:

# Q

Local Highway Maintenance – Devolution Update & Function Overview

### Summary statement:

This report details how the Planning, Transportation & Highways service currently manages the Local Highway Maintenance (LHM) function and allocates resources.

It also updates the committee with regard to current operations being undertaken on the network and the indicative costs of works undertaken in the current financial year.

---

Steve Hartley  
Strategic Director  
Place

### Portfolio:

Regeneration, Planning and Transport

Report Contact: Andy Fisher  
Principal Engineer, Highway Maintenance North  
Phone: (01535) 618297  
E-mail: [andy.fisher@bradford.gov.uk](mailto:andy.fisher@bradford.gov.uk)

### Overview & Scrutiny Area:

Environment and Waste Management



City of Bradford  
Metropolitan District Council



## 1. SUMMARY

- 1.1 This report details how the Planning, Transportation & Highways service currently manages the Local Highway Maintenance (LHM) function and allocates resources.
- 1.2 It also updates the committee with regard to current operations being undertaken on the network and the indicative costs of works undertaken in the current financial year.

## 2. BACKGROUND

- 2.1 Local Highway Maintenance issues were devolved to Area Committee control in July 2013.
- 2.2 As part of the commitment to the devolution process, information relating to the operation of Local Highway Maintenance is to be reported to the Area Committees on a regular basis.
- 2.3 The need to undertake highway repairs throughout the District is identified through a variety of sources including:
- General public calls to the customer contact centre
  - Inspections as a result of service requests dealt with by the Area Teams or as a result of observations by highway officers in the course of undertaking other duties
  - Programmed condition, safety and other surveys
  - Safety Inspections
  - Reports from Ward Members

Where repairs to the highway are required these are categorised, depending upon the severity of the issue, into one of three categories (CAT1, CAT2 or CAT3). Each category has a target repair time which has been agreed with the Council's Insurers.

- 2.4 CAT1 reports from the public and technical staff are passed directly through to the Council's Highway Delivery Unit (operational arm) and allocated to the work crews for immediate inspection and necessary remedial works.
- 2.5 CAT2 reports are assessed by technical staff and collated into operational zones so that operational gangs can visit and patch affected areas in a co-ordinated manner.
- 2.6 CAT3 sites are assessed by technical staff and ranked on a priority and needs basis, with works allocated to operational staff by the HDU Operations Manager.
- 2.7 Operational resources may be redeployed at short notice to deal with specific issues. Gang sizes may vary depending on demand, staff leave and sickness. Service Level requirements, such as the need to respond to an extensive number of CAT1 requests or the need to respond to emergency planning issues, may also have an effect on the availability of operatives.



- 2.8 Some technical and operational staff are required to facilitate the needs of the winter service between November and April each year.
- 2.9 A list of work types covered by the Local Highway Maintenance budget is included in Appendix 1.
- 2.10 A breakdown of the current technical staff allocation and an overview of their duties is included in Appendix 2.
- 2.11 A breakdown of operational staff and their duties is included in Appendix 3.
- 2.12 Currently reported CAT1 and 2 details are included in Appendix 4.
- 2.13 The current list of completed and ordered CAT3 works is included in Appendix 5.
- 2.14 A list of completed gully cleaning in the Shipley constituency is contained in Appendix 6.

### **3. OTHER CONSIDERATIONS**

- 3.1 Due to the constantly changing state of the highway and unpredictability in new matters arising or being brought to officers' attention, there may be a requirement to amend programmes in order to address emerging priorities.

### **4. FINANCIAL & RESOURCE APPRAISAL**

- 4.1 The overall 2017/18 budget for Local Highway Maintenance work, carried out by the Council's Highway Delivery Unit, is **£1.541m**.
- 4.2 The allocation for the Shipley constituency is **£322,517**.
- 4.3 Spend this financial year to 30<sup>th</sup> September on all categories in the Shipley constituency is **£112,749** (35% of allocation), broken down as follows:-

**£27,500** has been spent on CAT1/2 repairs

**£8,005** has been spent on drainage work including new gullies, new pipework/connections, dyking and repairs to existing pipework and culverts

**£68,774** has been spent on CAT3 repairs and works, including footway reconstruction

**£8,470** has been spent on CAT3 planned carriageway patching work

### **5. RISK MANAGEMENT AND GOVERNANCE ISSUES**

- 5.1 Alterations to work programmes that have been prioritised in accordance with condition inspections and technical assessments may lead to increased insurance liabilities at a future date.

## **6. LEGAL APPRAISAL**

- 6.1 There are no specific legal issues arising from this report.
- 6.2 All works are carried out within the Council's powers as Highway Authority under the Highways Act 1980.

## **7. OTHER IMPLICATIONS**

### **7.1 EQUALITY & DIVERSITY**

- 7.1.1 Due regard is given to Section 149 of the Equality Act 2010 when formulating a programme of highway maintenance repairs. Ensuring safe surfaces for all users, including those with special needs/requirements, is prioritised.

### **7.2 SUSTAINABILITY IMPLICATIONS**

- 7.2.1 Proactive repairs such as surface dressing, micro asphalt, carriageway patching and other routine maintenance serve to extend carriageway life.

### **7.3 GREENHOUSE GAS EMISSIONS IMPACTS**

- 7.3.1 There are no greenhouse gas implications arising from this report

### **7.4 COMMUNITY SAFETY IMPLICATIONS**

- 7.4.1 Maintenance of the local highway network is essential to ensure the safe passage of all road users.

### **7.5 HUMAN RIGHTS ACT**

- 7.5.1 There are no human rights implications arising from this matter.

### **7.6 TRADE UNION**

- 7.6.1 There are no trade union implications arising from this report.

### **7.7 WARD IMPLICATIONS**

- 7.7.1 Improvements in carriageway conditions benefit all wards.

### **7.8 AREA COMMITTEE WARD PLAN IMPLICATIONS**

- 7.8.1 The development and implementation of schemes included in this report support priorities within the Shipley Area Committee Ward Plans.

**8. NOT FOR PUBLICATION DOCUMENTS**

8.1 None

**9. OPTIONS**

9.1 The Area Committee may request additional information/clarification on issues to be included in the next devolved budget report.

**10. RECOMMENDATIONS**

10.1 That the Shipley Area Committee notes the current operational methods adopted for Local Highway Maintenance.

10.2 That the Shipley Area Committee notes the costs to date for the 2017/18 financial year.

10.3 That the Shipley Area Committee notes the list of completed and ordered CAT3 works as shown in Appendix 5.

10.4 That the Shipley Area Committee notes the number/percentage of gullies cleaned within the constituency as shown in Appendix 6.

**11. APPENDICES**

11.1 Appendix 1 - Work Undertaken as Part of the LHM Function

11.2 Appendix 2 - Technical Staff Overview

11.3 Appendix 3 - Operational Staff Overview

11.4 Appendix 4 - CAT1 and 2 Works Update

11.5 Appendix 5 - Current CAT3 Works List 2017/18 (completed and ordered)

11.6 Appendix 6 - Completed Gully Cleaning in the Shipley Constituency

**12. Background Documents**

12.1 Joint Report of the Director of Finance and Strategic Director of Environment and Sport to Corporate Overview & Scrutiny Committee 1 November 2012.

12.2 Report of Strategic Director (Regeneration & Culture) to the meeting of Shipley Area Committee, 22 November 2012 – The Transfer of Responsibility and Budgets to the Shipley Area Committee for Decision Making – Highway Repairs.

12.3 Joint Report of the Director of Finance and Strategic Director of Environment and Sport to the meeting of Executive, 16 March 2013 – Methodology for Allocation of Devolved Service Resources to the Five Area Committees.

- 12.4 Joint Report of the Director of Finance and Strategic Director of Environment and Sport to Corporate Overview & Scrutiny Committee, 10 April 2013 - Methodology for Allocation of Devolved Service Resources to the Five Area Committees.
- 12.5 Report of the Strategic Director (Regeneration & Culture) to the meeting of Shipley Area Committee, 18 July 2013 – The Devolution of Responsibility and Budgets to the Shipley Area Committee for Decision Making in Relation to Highway Repairs.

### **Appendix 1 – Work Undertaken as Part of the LHM Function.**

The following is a list of work types funded by the Local Highway Maintenance budget and undertaken by the Council's Highway Delivery Unit:

- CAT1 Potholes reactive response - footway and carriageway
- CAT2 Defect response/patching - footway and carriageway
- CAT3 Repairs & works - footway and carriageway
- Planned carriageway patching works
- Kerbing, channelling and edging works
- Large and small element footway repairs - block paving/flagging
- Footway reconstruction - taking up damaged flagged areas and replacing with tarmac
- Highway Drainage repairs - exploratory trial holes, dig outs of blocked gullies, dyking, drainage connections, repairs to damaged culverts (including the cost of hiring specialist equipment/subcontractors for deep excavations)
- Emergency call out response - including road traffic accidents, recovery of dead animals, flooding, traffic management/road closures, dealing with requests from the Police, requests from Emergency Planning
- Planned gully cleaning of 97,304 units across the district
- Repairs to minor highway walling elements
- Winter maintenance - road gritting, footway gritting, ploughing, grit bins, etc. (separate budget but re-directs resources from above)

*Staffing costs are also included within this budget.*

## **Appendix 2 – Technical Staff Overview**

Technical staff are currently deployed in each constituency area team reporting to the relevant area Principal Engineer for Highway Maintenance.

Staffing is allocated in the following manner: *(Please note the roles and duties described are indicative only and do not represent the full spectrum of works carried out by individuals).*

### Senior Engineer

- Co-ordinates the actions of the Highway Inspectors.
- Responds to queries and complaints from the public relating to highway maintenance matters.
- Develops and co-ordinates network condition and works programme lists in conjunction with the Major Maintenance team.
- Investigates larger network issues across the constituency area.

### Highway Inspector (General Maintenance)

- Responds to complicated complaints and issues on the highway network that require technical assessments.
- Undertakes driven and walked inspections of the network on a scheduled basis.
- Undertakes general condition surveys
- Works on a roaming basis across the constituency area

### Safety Inspector

Four Safety Inspectors operate across the whole of Bradford District working to a set inspection regime to comply with the requirements of the Council's insurance policy. These inspectors report to the Principal Engineers for Highway Maintenance North and South, with CAT1 & 2 repair works ordered as necessary – this supplements the General Maintenance function.

### NRASWA Inspector (reports to the Principal Engineer for Network Resilience)

- Inspects works carried out by statutory undertakers to ensure consistent standards of repair
- Co-ordinates repairs with utilities
- Works on a roaming basis across the constituency area

### Appendix 3 – Operational Staff Overview

Operational staff are contracted to work the following hours:

07.00 to 16.00 Monday – Thursday

07.00 to 12.30 Friday

A standby crew is available outside these hours to deal with emergency issues as and when they arise.

Operational resources are deployed across the five constituency areas, reporting to 3 programme managers under the direct control of the Operations Manager. At present, resources are allocated as follows for the operational areas of Keighley and Shipley:-

- Patching gang (3 FTE: all CBMDC)

Work gangs carrying out planned patching of carriageways across the constituency areas. Gang is deployed on an 'as needs' basis.

- Scheme gang (2 FTE: both CBMDC + 1no. sub-contract JCB and operator)

Work gang operating in each constituency area, carrying out larger repairs on tarmac areas, flagging, kerbing, highway drainage and miscellaneous issues on carriageways and footways. Gang is deployed on an 'as needs' basis.

- Patching/Scheme gang (2 FTE: both CBMDC)

Work gang carrying out patching or scheme work as described above. Gang is deployed on an 'as needs' basis.

- CAT1 and CAT2 gang (2 FTE: both CBMDC)

CAT1/CAT2 masonry and pothole gang - reactive crews dealing with complaints received from the public and issues raised by the area Highway Inspectors.

CAT1 work is carried out as necessary within 24 hours.

CAT2 work is carried out on a 5 day rotation as per the Council's standards for response.

- Drainage gang (2 FTE: both CBMDC)

Responsible for highway drainage issues.

- Gully Cleansing Operations (3no. gully tankers, 6PTE)

One vehicle covers Keighley and Shipley constituencies and two vehicles cover Bradford West, East and South constituencies. With a total of 97,304 gullies across the district, these vehicles clean 50-80 gullies per day. Main arterial routes are cleaned

annually, secondary routes and side roads are cleaned on average every two years. There is also a proactive and higher risk based approach to cleaning busy junctions and areas on a steep gradient.



**Appendix 4**

**CAT1 and 2 Works Update – 01/04/2017 to 30/09/2017**

**Category 1 Defects**

<i>SHIPLEY</i>	<b><u>Defect Description</u></b>	<b><u>Qty Received</u></b>
	GM C/WAY	6
	GM F/WAY	3
	GM DRAINAGE FAST NECKS	1
	POTHLES	2
	<b>Area Total:</b>	<b>12</b>

**Notes**

- CAT1 defects are those that require immediate attention in order to ensure public safety
- GM C/WAY and GM F/WAY are defects picked up by highway inspection
- GM DRAINAGE FAST NECKS refers to gullies/connections
- POTHLES refers to those reported during safety inspections

**Category 2 Defects**

<i>SHIPLEY</i>	<b><u>Defect Description</u></b>	<b><u>Qty Received</u></b>
	GM C/WAY	39
	GM F/WAY	6
	DETERIORATION OF SURFACE	3
	EDGING BROKEN	1
	EMERGENCY WORKS C/WAY	46
	FLAGS DAMAGED	1
	FLAGS UNEVEN	2
	GM DRAINAGE FAST NECKS	1
	IRONWORK BROKEN	1
	IRONWORK UNEVEN	1
	KERBS BROKEN	1
	POTHLES	46
	SUBSIDENCE	1
	<b>Area Total:</b>	<b>149</b>

**Notes**

- CAT2 defects are those that require attention within 5 working days
- Defects not completed within 5 working days require further investigations
- GM C/WAY and GM F/WAY are defects picked up by highway inspection
- EMERGENCY WORKS C/WAY covers missing/broken covers in carriageways
- GM DRAINAGE FAST NECKS refers to gullies/connections
- POTHLES refers to those reported during safety inspections

The total number of CAT1 and CAT2 potholes filled in the period was 897.

**Appendix 5 – Current CAT3 Works List 2017/18**

Colours detailed in the 'Description' column relate to working times as follows:-

White: Mon-Fri 07:30-18:00

Yellow: Mon-Fri 09:30-18:00

Green: Mon-Fri 07:30-15:30

Purple: Mon-Fri 09:30-15:30

Blue: Sat 07:30-18:00

Red: Sun 07:30-18:00

Black: Any day 18:00-07:30

ADDRESS	WARD	ORDERED	STAGE	DESCRIPTION
BEECH STREET	BINGLEY	10/04/2017	COMPLETED	F/W REPAIRS - KEVIN WHITAKER
LING PARK AVENUE	BINGLEY RURAL	10/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07
OLD ROAD	BINGLEY RURAL	10/04/2017	COMPLETED	C/W REPAIRS - KEVIN WHITAKER SUPPLY WAGON, JCB, ROLLER AND 20 TON PLANINGS
BENTS LANE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 ANNUAL CONDITION SURVEY
BOB LANE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 ANNUAL CONDITION SURVEY
BROWN LEE LANE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 ANNUAL CONDITION SURVEY
COPLOWE LANE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 ANNUAL CONDITION SURVEY
HARROP LANE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 ANNUAL CONDITION SURVEY
MILL HILL TOP	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS ANNUAL CONDITION SURVEY
SHAY LANE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS ANNUAL CONDITION SURVEY

STATION ROAD, WILSDEN	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 ANNUAL CONDITION SURVEY
TEWITT LANE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 ANNUAL CONDITION SURVEY
WINDY GROVE	BINGLEY RURAL	11/04/2017	COMPLETED	C/W REPAIRS - BOB MORRIS ANNUAL CONDITION SURVEY
GLEN ROAD	BINGLEY	24/04/2017	ORDERED	C/W REPAIRS - ROBERT JUDSON CDM: 07 1.2 x 1.2 EXTRA DEPTH ROAD TO CLOSE
FESTIVAL AVENUE	SHIPLEY	27/04/2017	COMPLETED	GULLY WORK - KEVIN WHITAKER BAD FOR ACCESS
CARLTON ROAD	SHIPLEY	27/04/2017	ORDERED	C/W REPAIRS - BOB MORRIS 11 PATCHES
DALLAM ROAD	SHIPLEY	27/04/2017	ORDERED	C/W REPAIRS - BOB MORRIS 14 PATCHES
HIRST LANE	SHIPLEY	27/04/2017	ORDERED	*****RED**** C/W REPAIRS - BOB MORRIS CDM: 07 08 10 PATCHES
BANKFIELD ROAD	SHIPLEY	03/05/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 6 PATCHES
NAB WOOD DRIVE	SHIPLEY	03/05/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 2 PATCHES
WROSE BROW ROAD	WINDHILL & WROSE	03/05/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07 08 5 PATCHES
OTLEY ROAD	BINGLEY	08/05/2017	COMPLETED	C/W REPAIRS - KEVIN WHITAKER 1. J/O SPRING LANE - 3-WAY LIGHTS REQUIRED - 10mm PLEASE 2. SPRING LANE TO NEW ENTRANCE - 19 PATCHES - 1-mm PLEASE - 2-WAY LIGHTS REQUIRED
WROSE ROAD	WINDHILL & WROSE	08/05/2017	ORDERED	*****PURPLE***** C/W REPAIRS - BOB MORRIS CDM: 07 08 3 PATCHES
COLLIER LANE	BAILDON	09/05/2017	COMPLETED	F/W REPAIRS - KEVIN WHITAKER PLEASE DO BEFORE THE END OF MAY WHEN SURFACE DRESSING IS DUE
DOWLEY GAP LANE	BINGLEY	09/05/2017	COMPLETED	C/W REPAIRS - KEVIN WHITAKER SEE KW ON SITE
LOW ASH GROVE	WINDHILL &	11/05/2017	ORDERED	F/W REPAIRS - KEVIN WHITAKER EXCAVATION

	WROSE			ONLY FOR ROOT CHECK
BANKFIELD ROAD	SHIPLEY	16/05/2017	COMPLETED	F/W REPAIRS - BOB MORRIS O/S 34 EO TO LA: 888367
BRANKSOME DRIVE	SHIPLEY	17/05/2017	COMPLETED	C/W REPAIRS - BOB MORRIS CDM: 07
MOOR LANE, BURLEY	WHARFEDALE	18/05/2017	COMPLETED	GULLY WORK - KEVIN WHITAKER REPORT TO K.W. PLEASE
GRANGE PARK ROAD	BINGLEY RURAL	22/05/2017	COMPLETED	C/W REPAIRS - KEVIN WHITAKER
LADY LANE	BINGLEY	22/05/2017	COMPLETED	C/W REPAIRS - KEVIN WHITAKER REPLACE BEANY CONCRETE LIDS WITH METAL ACCESS COVERS
MORNINGTON ROAD	BINGLEY	22/05/2017	COMPLETED	C/W REPAIRS - KEVIN WHITAKER
KEIGHLEY ROAD	BINGLEY RURAL	24/05/2017	COMPLETED	****PURPLE**** C/W REPAIRS BOB MORRIS CDM: 07 08
HARDEN ROAD	BINGLEY	24/05/2017	ORDERED	*****PURPLE**** C/W REPAIRS - BOB MORRIS CDM: 07 08 LIGHTS REQUIRED
THE GROVE	SHIPLEY	24/05/2017	ORDERED	EXCAVATE FOOTWAY FOR A ROOT CHECK - KEVIN WHITAKER
KEIGHLEY ROAD	BINGLEY RURAL	30/05/2017	COMPLETED	C/W REPAIRS - KEVIN WHITAKER SIDE TIPPER REQUIRED - 9' PIPE DAY WORKS: SUPPLY JCB WAGON, 2 MEN AND JETTER 37hrs@90 TRAFFIC LIGHTS REQUIRED
PROD LANE	BAILDON	30/05/2017	COMPLETED	C/W REPAIRS - ROBERT JUDSON CDM: 07 LOWER C/W TO 40mm FACE AND LOWER GULLY
BEECHWOOD GROVE	SHIPLEY	05/06/2017	COMPLETED	F/W REPAIRS - BOB MORRIS CDM: 07 08 7 PATCHES
MOOR LANE, MENSTON	WHARFEDALE	13/06/2017	COMPLETED	*****PURPLE**** C/W REPAIRS - KEVIN WHITAKER 10mm BITMAC 3-WAY TRAFFIC LIGHTS REQUIRED
FARNHAM CLOSE	BAILDON	19/06/2017	COMPLETED	INVESTIGATE WATER ON CARRIAGEWAY - KEVIN WHITAKER
PARK ROAD	BINGLEY	22/06/2017	COMPLETED	PURPLE HOURS F/WAY REPAIRS KEVIN WHITAKER 2 WAY LIGHTS REQ.

BANK VIEW	BAILDON	23/06/2017	COMPLETED	C/W REPAIRS THERE IS A CONCRETE ROAD UNDER TOPPING. THIS IS AN ESTATE ROAD PLEASE REPAIR C/WAY ROUND, ROUND GRASS VERGE TOO. PLAIN C/WAY UPTO 40MM 10MM OR 6MM GRITSTONE TOPPING AND TACK COAT 2 GULLIE
HOLDEN LANE	BAILDON	03/07/2017	ORDERED	WHITE*** KEVIN WHITAKER FOOTWAY RESURFACING.
WEST LANE	BAILDON	03/07/2017	ORDERED	PURPLE***** KEVIN WHITAKER EXPOSE TREE ROOTS FOR INSPECTION/CUTTING.
BINGLEY ROAD	SHIPLEY	06/07/2017	COMPLETED	****RED**** KEVIN WHITAKER. FIX IN PLACE NEW DOUBLE GULLY LID. TFC. MAN. REQUIRED.
DERRY HILL	WHARFEDALE	07/07/2017	COMPLETED	WHITE. KEVIN WHITAKER FOOTWAY RESURFACING. MORE WORK MAY BE REQUIRED WHEN OLD FOOTWAY EXCAVATED
MOOR ROAD, BURLEY	WHARFEDALE	10/07/2017	ORDERED	**PURPLE**lower road in front of r/kerb to allow drainage, the water is now going down customers drive. min of 30mm
BANK VIEW	BAILDON	10/07/2017	COMPLETED	**WHITE**footway base and top 07
BERTRAM DRIVE	BAILDON	10/07/2017	COMPLETED	**WHITE** f/way base and to patching 5 patches 07
CROWNEST ROAD	BINGLEY	10/07/2017	COMPLETED	PLAIN C/WAY PATCHES, TACK COAT, 40MM TOPPING **WHITE** 07 SIGHTLINES 03 SCHOOLS WORKING ON TOP JUNCTION BUS ROUTE, AND PARKED CARS 36 PATCHES ALL ROAD THE SCHOOL HOLIDAY STARTS THE 18 JULY, PLEAS
BANK VIEW	BAILDON	10/07/2017	COMPLETED	**WHITE**footway base and top 07
BERTRAM DRIVE	BAILDON	10/07/2017	COMPLETED	**WHITE** f/way base and to patching 5 patches 07
CROWNEST ROAD	BINGLEY	10/07/2017	COMPLETED	PLAIN C/WAY PATCHES, TACK COAT, 40MM TOPPING **WHITE** 07 SIGHTLINES 03 SCHOOLS WORKING ON TOP JUNCTION BUS ROUTE, AND PARKED CARS 36 PATCHES ALL ROAD THE SCHOOL HOLIDAY STARTS THE 18 JULY, PLEAS
DOCKFIELD ROAD	SHIPLEY	12/07/2017	COMPLETED	REPLACE SEVEN SHIPLEY GULLIES. CAPITAL

				FUNDING.
KEIGHLEY ROAD	BINGLEY RURAL	14/07/2017	COMPLETED	WHITE KEVIN WHITAKER TRAFFIC CONTROL REQUIRED C/WAY PATCHING E.O. TO LA 891383
LEEDS ROAD	SHIPLEY	17/07/2017	ORDERED	REPAIR WORN ROAD SURFACE RED HOURS
PROSPECT STREET	WINDHILL & WROSE	18/07/2017	COMPLETED	replace five gully lids and frames.
PROSPECT STREET	WINDHILL & WROSE	18/07/2017	COMPLETED	sixteen patches
BERTRAM DRIVE	BAILDON	18/07/2017	COMPLETED	**WHITE** plain c/way tack coat 40mm 6mm or 10mm gritstone topping lift m/hole, gullies and kerbs as required 07 total patches with f/way 19
VILLA ROAD	BINGLEY	18/07/2017	COMPLETED	**WHITE** check where the water comes out of the wall, dig to prove where it is coming from?
BERTRAM DRIVE	BAILDON	18/07/2017	COMPLETED	**WHITE** plain c/way tack coat 40mm 6mm or 10mm gritstone topping lift m/hole, gullies and kerbs as required 07 total patches with f/way 19
VILLA ROAD	BINGLEY	18/07/2017	COMPLETED	**WHITE** check where the water comes out of the wall, dig to prove where it is coming from?
CLAREMONT ROAD	WINDHILL & WROSE	01/08/2017	COMPLETED	39 patches
CLAREMONT AVENUE	WINDHILL & WROSE	01/08/2017	ORDERED	14 patches
CLAREMONT CRESCENT	WINDHILL & WROSE	01/08/2017	ORDERED	8 patches
CLAREMONT GROVE	WINDHILL & WROSE	01/08/2017	ORDERED	SIXTEEN PATCHES
KEIGHLEY ROAD	BINGLEY	02/08/2017	ORDERED	**PURPLE** plain and patch in 2 halves, traffic light and permit required. please do this work in school holidays
PROD LANE	BAILDON	04/08/2017	ORDERED	F/W REPAIRS - ROBERT JUDSON CDM: 07
FARNHAM CLOSE	BAILDON	04/08/2017	COMPLETED	WHITE**** KEVIN WHITAKER DRAINAGE WORK FOLLOWING TRIAL HOLE
BANK VIEW	BAILDON	04/08/2017	COMPLETED	*WHITE** provide new gully grate and lids 2 and reset 2

---

BANK VIEW	BAILDON	04/08/2017	COMPLETED	*WHITE**provide new gully grate and lids 2 and reset 2
NICHOLSON CLOSE	BINGLEY	24/08/2017	COMPLETED	REPAIR STEPS
MARION STREET	BINGLEY	24/08/2017	ORDERED	F/W REPAIRS
STATION ROAD, HARECROFT	BINGLEY RURAL	18/09/2017	ORDERED	replace stone culvert and install two gullies.
WILSDEN ROAD	BINGLEY RURAL	19/09/2017	ORDERED	REPAIR PIPE JOINT.
HILLARY ROAD	WINDHILL & WROSE	21/09/2017	ORDERED	REPLACE SHIPLEY TYPE GULLIES WITH NEW



**APPENDIX 6 – Completed Gully Cleaning in the Shipley Constituency**

Scheduled/Routine Work

<b>Ward</b>	<b>Total No.</b>	<b>No. Cleaned</b>	<b>% Cleaned</b>
Baildon	3,100	22	0.7
Bingley	3,808	0	0
Bingley Rural	3,991	212	5
Shipley	3,402	1,939	57
Wharfedale	2,062	739	36
Windhill & Wrose	2,763	513	19

**Table 1: Gullies Cleaned Between 1/04/2017 and 30/09/2017**

In addition, 141 requests for gully cleaning were made to the Council's Contact Centre between 1/04/17 and 30/09/17.

Scheduled/Routine Work

<b>Ward</b>	<b>Total No.</b>	<b>No. Cleaned</b>	<b>% Cleaned</b>
Baildon	3,100	1,960	63
Bingley	3,808	3,734	98
Bingley Rural	3,991	2,582	65
Shipley	3,402	2,494	73
Wharfedale	2,062	1,276	62
Windhill & Wrose	2,763	3,200 *	(116)

**Table 2: Gullies Cleaned Between 30/09/2015 and 30/09/2017**

\* Includes gullies cleaned more than once (eg 'A' roads, busy junctions, steep gradients and areas of high leaf fall)

This page is intentionally left blank