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**Director of Engineering Memorandum**  
**DEM 160/20**  
**DEM TITLE: Road Maintenance Standards for Safety – Limited Service**  
**in 2020/21**

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<b>Author :</b>	J Kelly
<b>Version :</b>	1
<b>Implementation Date:</b>	29 June 2020
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<b>Level 1</b> (Title / Key Words) :	Maintenance Standards, Limited Service, safety inspections, defects, response times
<b>Level 2 :</b> (Directorate/ <u>Owner</u> ):	Network Services
<b>Level 3:</b> (RSHQ or HoBU Managed Function):	Network Maintenance Group
<b>Level 4 :</b> (Work Areas)	Maintenance

### **Purpose**

The purpose of this memorandum is to confirm to DfI Roads staff the policy in relation to the delivery of the limited road maintenance service commencing 29 June 2020.

### **Scope**

This limited service is intended as an interim measure brought about by significant financial pressures. Should the financial situation improve, the service being delivered may revert back to that detailed in RSPPG E019.

This DEM deals primarily with the prioritisation and repair of defects and the delivery of 'routine' maintenance functions. Aspects of the maintenance regime not covered in this DEM (e.g. inspection intervals, defect category definitions etc.) should still be undertaken / interpreted as per RSPPG E019 or DEM 158/15 (Revised Inspection Frequencies)

### **Background**

During 2020/21 the Department is again facing a significant budget shortfall. The available opening budget for 2020/21 is approximately half the amount required to deliver a 'normal' maintenance service.

As a result of the budget shortfall it has been agreed that a reduced level of service will be implemented commensurate with the available budget. This will ensure that the highest priority defects continue to be repaired and that the highest priority, safety related maintenance can be undertaken.

### COVID 19 – Essential Services

Due to the continuing Covid-19 pandemic, the Department has carried out a risk assessment and developed a safe system of work specifically related to Covid-19. These are based on the latest NI Executive, Industry and Public Health Agency regulations and guidance. These are kept under review, providing further assurance to our employees, our supply chains and the public.

The levels of service set out below are all subject to the availability of resources for the duration of the Covid-19 pandemic.

### Definitions

O&M: DfI Roads Operations & Maintenance

NS: Network Services

### Policy

#### Inspections

- Maintenance inspections should continue as per the revised inspection frequencies (DEM 158/15).
- Only those defects that are to be instructed for repair are to be marked out on site.
- It is permissible for inspectors to record but not mark out other R3 related defects for information purposes.
- When marking out the area for repair, Divisions should be mindful to balance the need for economy whilst ensuring the structural stability of the patch and minimising the risk of further failure.
- Third party referrals should continue to be recorded and notified to the appropriate responsible body for action.

#### Patching

- All Category 1, 2 and 3 defects that attract an R1 or an R2 response are to be issued to O&M for repair.
- Category 2 defects on Rural, Low traffic roads that attract an R3 response are also to be issued to O&M for repair.
- In addition Category 3 defects on Medium/Low traffic (high risk) footways and footpaths that attract an R3 response are to be issued to O&M for repair

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- Where O&M do not have sufficient capacity, defects may be issued to external contractor for repair within available budget limits.
- Where it is not possible to carry out an immediate/timely permanent repair because of hazards like prevailing weather conditions, flooding etc, it will be acceptable to carry out a temporary repair to remove the immediate hazard. Otherwise, the aim should be to complete a permanent repair.

**Grass Cutting**

- Schedules to be issued to O&M to enable two cuts to be completed across all urban/rural areas.
- Where O&M cannot complete the scheduled cuts by mid-September, schedules may be issued to external contractor within available budget limits.
- On completion of the scheduled cuts, sight lines only to be issued within available budget limits.

**Gully Cleaning**

- Schedules to be issued to O&M to enable a single gully clean to be completed across the network.
- Where O&M do not have sufficient capacity, schedules may be issued to external contractors within available budget limits.
- Once the scheduled clean is completed only reactive cleaning is to be carried out.

**Weed Control**

- Schedules to be issued to external contractor as required.
- Where possible O&M should be instructed to undertake invasive weed control.
- Treatment of invasive species / noxious weeds to be undertaken as required within available budget limits.

**Road Markings**

- NS to order safety related renewals to O&M / external contractor as required.
- NS / O&M to manage within budget limits
- Maintenance of traffic signs/roads markings should be prioritised to concentrate on regulatory signs and markings and those longitudinal lines necessary for continued road safety.

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Bridge Maintenance

- Emergency related / high priority defects should be made safe, on a priority basis, within available budget limits. Public safety must not be compromised.
- Bridge Inspections should continue as normal and any defects should be noted and prioritised accordingly. Interim arrangements might necessitate road/lane closures for safety reasons.

Emergency Response

- NS to issue work instructions to O&M as required.
- Where the use of external contractors is considered to be absolutely essential, they can be employed at the discretion of Divisions within available budget limits.

Traffic Signal Maintenance

- The maintenance of traffic signals will continue at the reduced level of service in 2020/21.

Other

- All other maintenance work not detailed above should be prioritised and instructed to O&M / external contractor within available budget limits.

Winter Service

- The Department is planning to deliver a 'normal' winter service during 2020/21.

Equality

The overarching RSPPG was considered in terms of section 75 equality implications. An EQIA screening of revised standards [<https://www.infrastructure-ni.gov.uk/publications/road-maintenance-standards-safety-limited-service-201819-screening-form>] in 2018 considered that it did not have significant implications for equality of opportunity, thereby making it unnecessary to carry out a full Equality Impact assessment. As the level of service is unchanged from 2018-19 the same principle applies to this DEM.

The implementation of this DEM will have an equal impact on all road users regardless of their Section 75 status.

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The revised standards covered in this DEM were considered in terms of The Rural Needs Act (NI) 2016 and a Rural Needs Impact Assessment carried out in 2018. As the level of service is unchanged from 2018-19 the same principle applies to this DEM.

Dr A Murray,  
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**Road Maintenance Standards for Safety – Limited Service - Appendix 1 - Defects to be instructed for repair – Effective from 29 June 2020**

Road Element & Location		Traffic Volume	Inspection Frequencies	Defect Response Times				
				Cat 0	Cat 1 (>100mm)	Cat 2 (>50-100mm)	Cat 3 (>20-50mm)	Cat 4
Motorway			Daily (Mon - Sat)	On Motorways a safety patrol is undertaken daily Monday to Saturday to remove debris and identify defects				
C'ways	Urban	High Traffic (>5,000 vpd)	1 month	R0	R1	R1	R2	
		Medium Traffic (1,500 - 5,000 vpd)	3 months	R0	R1	R2		
		Low Traffic (< 1,500 vpd)	6 months	R0	R1	R2		
	Rural	High Traffic (>5,000 vpd)	1 month	R0	R1	R2	R2	
		Medium Traffic (500 - 5,000 vpd)	3 months	R0	R1	R2		
		Low Traffic (<500 vpd)	6 months	R0	R2	R3		
Footways & Footpaths	High Traffic (Town & City centres)		1 month	R0	R1	R1	R2	
	Medium Traffic (Busy urban footways leading from housing estates and car parks to town and city centres. Main streets in villages.)		3 months	R0	R1	R2	R3	
	Low Traffic (high risk - see note 4) Housing estates with a high incidence of defects.		3 months	R0	R1	R2	R3	
	Low Traffic Housing estates, other urban footways and rural footways.		6 months	R0	R1	R2		
Car Parks	Town and city centres (those located within the central business area)		1 month	R0	R1	R1	R2	
	All other car parks		3 months	R0	R1	R2		

**R0** – Repair or make safe as soon as practical  
**R1** – Repair or make safe before the end of the **next calendar day**  
**R2** – Repair or make safe within **5 working days**

**R3** – Only Defects on low traffic, rural roads and medium and low traffic (high risk) footways to be repaired within **4 weeks**  
**R4** – Currently not being repaired

5.1 Appendix 1 cont'd

Notes:

1. vpd = vehicles per day (total of flows in both directions) - AADT.
2. Urban areas are generally those within 20 mph, 30 mph or 40 mph speed limits.
3. On motorways, a safety patrol is undertaken daily Monday to Saturday to remove debris and identify safety defects
4. Where the footways in an urban estate have been classified as low traffic/high risk, then it will be normal to inspect the associated carriageways at the same interval.
5. Cycle tracks are treated same as footways unless they are part of the carriageway.
6. Category 4 means work to be considered for forthcoming work programmes irrespective of the traffic category of the road

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Control Sheet - **Director of Engineering Memorandum DEM 160/20**

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Document History

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1	29/06/20	J Kelly

Overall Reasons for This Version

<b>Version</b>	<b>Reasons</b>
1	<b>First issue of DEM</b>