

Highways Transparency Report 2026-27

Technical Annex

September 2026

West Sussex County Council Highways Maintenance Transparency Report 2026-27

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Transparency report – Technical Annex

B1 - Highways maintenance funding and spending figures

B1.1 – Capital funding allocation sources

Financial year	2024-25	2025-26	2026-27 (projected)
Highways maintenance capital funding allocated through DfT	£21,458,000	£27,347,000	£28,303,000
Other DfT capital funding utilised by local authority for highways maintenance	£1,520,000	£0	£0
Other Government capital funding allocated by local authority to Highways Maintenance	£0	£0	£0
Other capital funding allocated to highways maintenance	£17,249,000	£10,892,000	£14,733,000
Total Capital funding allocated to highways maintenance	£40,227,000	£38,239,000	£43,036,000

B1.1.2 - Additional information on funding figures

2024/25 Other DfT - Road Resurfacing Fund £4.322m; Traffic Signals Obsolete Grant £0.144m; Green Light Fund £0.500m; BSIP Maintenance £0.876m; Other Capital Funding - S106 £0.216m; Other Grant (Natural England and Grant Aid via ESCC) £0.024m; Corporate Funding £17.226m.
 2025/26 Other Capital Funding – S106 £0.289m; Other Grant (King Charles III England Coastal Path Grant) £0.130m; Corporate Funding- £10.473m.
 2026/27 Other Capital Funding – S106 £0.067m. External Contributions (Developer Funds) £0.023m; Corporate Funding £14.643m.

B1.2 - Spending

B1.2.1 – Total spending

The questions in this section (B1.2.1) relate to the spending condition set out in the 2026–27 [local highways maintenance incentive funding requirements](#). Completion of this section forms part of the evidence required to meet this incentive funding condition.

Please confirm that you understand the answers provided in this section (B1.2.1) relate to your compliance under the 2026-27 local highways maintenance incentive funding requirements, as set out to your authority via letter to your chief executive in April and as published online .	Yes
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Financial year	2024-25	2025-26	2026-27 (projected)
Total highways maintenance capital spend	£40,227,000	£38,239,000	£43,036,000
Total highways maintenance revenue spend	£33,821,000	£35,700,000	£36,159,000
Total spend	£74,048,000	£73,939,000	£79,195,000

B1.2.2 - Additional information on total spending figures

For the capital Highways, Transport and Planning Delivery Programme 2026-27 – [Here](#)

WSCC budget 2026-27 – [Here](#)

Spend figures include Street Lighting PFI maintenance revenue funding, excluding energy costs. Grant (Revenue) is included at £6.069m per annum

Further information on Street Lighting: [Here](#)

B1.2.3 Spending on carriageways by type of spend in financial year 2025-26 and 2026-27 (projected)

Carriageway spend related maintenance type	Capital 2025-26	Revenue 2025-26	Capital 2026-27 (projected)	Revenue 2026-27 (projected)
Planned maintenance				
Preventative carriageway maintenance	£7,387,000	£0	£5,217,000	£0
Structural carriageway maintenance	£8,947,000	£0	£11,690,000	£0
Planned carriageway repair / patching programmes	£5,824,000	£0	£4,600,000	£0

Reactive carriageway maintenance				
Reactive carriageway repairs / patching (temporary repairs)	£0	£697,000	£0	£450,000
Reactive carriageway repairs / patching (permanent repairs)	£0	£4,153,000	£0	£4,725,000
Reactive carriageway repairs / patching (total)	£0	£4,850,000	£0	£5,175,000
Other carriageway-related spend	£0	£0	£0	£220,000
Total	£22,158,000	£4,850,000	£21,507,000	£5,395,000

B2 – Highway Maintenance Activity (Surface Treatments and Repairs)

B2.1 – Road resurfacing and surface treatments

Financial year	Road receiving preventative road surface treatments (length, km)	Road receiving planned structural maintenance (length, km)	Area receiving planned repair / patching programmes	Area receiving reactive repair / patching (permanent methods)	Area receiving reactive repairs/ patching (temporary methods)
2025-26	181	42	102,133		
2026-27 projected	162	46	116,000	N/A	N/A

B2.1.1 – Additional information on surface treatments and repairs

Does table B2.1 reflect all your carriageway-related road surface treatments & repair activities (for example, including pothole repairs)? If no , please add further information on any other types of treatments (planned to be) delivered and their extent in the table below.	Yes
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B2.1.2 – Further information and context

All assets identified for maintenance, whether through condition data, highway inspections, or steward reports, will undergo an on-site engineering assessment. Sites are scored based on defect severity, defect type, and the recommended treatment. SCRIM sites below the intervention threshold will receive an additional 500 points to reflect their increased safety risk and ensure prioritisation.

Priority scores are further influenced by highway classification, customer and stakeholder concerns, economic impact, locality factors, environmental, legal and safety risks, and asset management considerations. These factors ensure maintenance investment is directed to sites where it will deliver the greatest benefit, reduce risk, support communities and businesses, and align with long-term asset management objectives.

B3 – Pothole repairs

This section sets out how authorities identify and repair potholes and other defects in carriageways, and how this activity fits within their wider maintenance approach. The Department is clear that prevention is better than cure: planned, preventative maintenance should be the foundation of a well-managed network, reducing the need for repeated reactive interventions

B3.1 – Pothole/Defect intervention criteria

Building on section A3.1, please set out in the table below how your local authority defines potholes and other carriageway defects, and the intervention criteria that apply.

Pothole/Defect category name (as used by your authority)	Minimum investigatory or definitional threshold (e.g. depth, area, width – include units)	Additional risk or contextual factors considered (e.g. road hierarchy, traffic levels, location in carriageway)	Target response time – make safe	Target response time – permanent repair
CW01 – Carriageway Pothole	Pothole with material loss ≥ 40 mm deep and ≥ 150 mm diameter, or any defect	Risk assessment considers road hierarchy, traffic volume, traffic speed, type of road users, position within carriageway, proximity to	Depending on the risk and probability the response time will	Depending on the risk and probability the response time will

	exposing unbound carriageway foundation.	vulnerable users, location (e.g. junctions, bends, crossings), and environmental conditions. At pedestrian crossings, footway criteria apply; in marked on-road cycle lanes, cycleway criteria apply.	be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).	be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).
CW02 – Missing Modular (e.g. paving blocks, setts, modular carriageway units)	Missing modular unit(s) creating a defect meeting the carriageway investigatory level. Typically assessed where loss creates a ≥ 40 mm depth difference or a hazard to road users.	Consider the number of missing units, location, traffic loading, speed environment, effect on cyclists/motorcyclists, structural integrity of remaining units and whether defect is worsening.	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).
CW03 – Damaged Rocking Modular (e.g. unstable setts, blocks or modular surfacing)	Modular unit(s) unstable, rocking or displaced sufficiently to create a hazard. Intervention applies where defect meets the carriageway	Consider movement of units, location within traffic lane, braking/turning areas, cycle routes, pedestrian crossing areas, traffic volumes and risk of further displacement.	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category

	investigatory threshold or creates an immediate risk.		2), 5 day (Category 3) and 28 days (Category 4).	2), 5 day (Category 3) and 28 days (Category 4).
CW04 – Abrupt Level Difference	Vertical level difference of ≥ 40 mm.	Consider whether defect affects vehicle stability, cyclists or motorcyclists; location such as junctions, crossings, bends, cycle lanes or high-speed roads; traffic levels and road hierarchy.	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).
CW05 – Heave and Subsidence	Vertical displacement of > 100 mm over a maximum 600 mm horizontal distance.	Consider extent, likely cause, effect on road users, structural stability, drainage issues, traffic loading and whether specialist assessment is required.	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).

CW06 – Edge Erosion	Erosion at carriageway edge of ≥ 100 mm deep within 300 mm of the carriageway edge (or edge line).	Consider road width, traffic overrun, location on bends, visibility, drainage, verge condition and likelihood of carriageway edge failure.	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).
CW07 – Void / Sinkhole (not pothole)	Void or sinkhole > 100 mm deep.	Consider risk of collapse, extent of void, underground services, drainage issues, carriageway stability, traffic exposure and need for urgent escalation.	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).	Depending on the risk and probability the response time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).
CW08 – Cracks and Gaps	Crack or gap ≥ 40 mm wide and ≥ 40 mm deep.	Consider length and progression of cracking, structural implications, location in wheel track, traffic levels, weather effects, road hierarchy and risk of	Depending on the risk and probability the response	Depending on the risk and probability the response

		water ingress or deterioration. Urgent escalation.	time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).	time will be either 2 hour (Category 1), 24 hour (Category 2), 5 day (Category 3) and 28 days (Category 4).
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B3.1.1 - Additional information on Pothole/Defect intervention criteria

WSCC Highway Inspection Manual - [Here](#) - provides further information regarding the authority's approach to highway defects.

B3.2 – Number of potholes filled

B3.2.1 - Number of potholes filled in 2025-26 (estimate)	32,280
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B3.2.2 - Of these how many do you estimate were resolved using each of the following approaches?

Planned repair / patching programmes	Planned structural maintenance programmes	Reactive repair using temporary repair methods	Reactive repair using permanent repair methods
0	0	7,490	24,790

B3.2.3 - Additional information on numbers of potholes resolved, by treatment type

Estimates of potholes resolved by planned works are based on the number of potholes reported within the extent of the planned works in the 12 months prior to the planned works taking place. Breakdown per treatment type is:

- Resurfacing: 282
- Surface Dressing: 174
- Micro asphalt: 182

The 24,790 relates to a permanent pothole repairs that are undertaken as part of our reactive safety service delivery.

The 7490 relates to Spray Injection Patching (SIP) and the cost per pothole repaired. We utilise the SIP on a proactive route-based approach. Rather than selecting specific defects to repair, like our reactive safety service, we identify an entire route and our contractor delivers a variety of preventative repairs before a pothole is formed, as well as repairing potholes that may be present.

Caution for readers - Authorities have different criteria for identifying potholes and different methodologies for counting how many they have filled or resolved. Summing the figures in the above table across authorities will therefore not provide a reliable estimate of the total number of potholes filled across England.

B3.3 - Prices of pothole interventions

Unit/average cost of a permanent pothole repair on your network (reactive)	£144	Unit/average cost of a temporary pothole repair on your network (reactive)	£35
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B3.3.1 - Additional information on pothole prices (optional)

The £144 relates to a permanent pothole repair that are undertaken as part of our reactive safety service delivery.

The £35 relates to Spray Injection Patching (SIP) and the cost per pothole repaired. We utilise the SIP on a proactive route-based approach. Rather than selecting specific defects to repair, like our reactive safety service, we identify an entire route and our contractor delivers a variety of preventative repairs before a pothole is formed, as well as repairing potholes that may be present.

Price of pothole repair is made up of material, people, plant and equipment required to undertake the repair. This will include traffic management where required and the contractual fee agreed at tender.

B3.4 - Defect repair quality

ID	Question	Yes/no
3.4.1	Do you set requirements to those delivering repairs about the longevity of both a) planned repairs/patching and b) reactive repairs using permanent methods?	Yes
3.4.2	If yes, do you base your material and process specifications on these longevity requirements?	Yes
3.4.3	Do you regularly monitor the appropriateness of the carriageway interventions chosen by your workforce or contractor and the quality of work delivered?	Yes
3.4.4	If yes, do you systematically record information about expected and delivered longevity of repairs?	Yes

B3.4.5 - Evidence Summary

West Sussex County Council sets clear requirements for carriageway repair longevity through its Asset Management Strategy, highway maintenance specifications, contract requirements and use of recognised industry standards, including the Design Manual for Roads and Bridges (DMRB), Specification for Highway Works (SHW) the Specification for the Reinstatement of Openings in Highways (SROH), where applicable.

Repair materials, treatments and processes are selected to achieve appropriate durability and performance, considering defect type, road hierarchy, traffic loading and site conditions.

The Council monitors intervention selection, workmanship and compliance through inspections, contract management and quality assurance processes. Repair records are maintained to evaluate delivered performance, assess longevity and inform future maintenance decisions.

B3.5 - Public reporting system for defects and other issues

ID	Question	Answer
3.5.1	Are defect reports from the public routinely used as an input into maintenance planning and inspection regimes?	Yes
3.5.2	Do you inform users about the outcomes from their feedback, including when no action is to be taken?	Yes

B3.5.3 - Evidence Summary

West Sussex County Council encourages residents to report highway defects through its online reporting system and customer contact channels. Reports are reviewed and assessed in line with the Highway Inspection Manual and risk-based investigatory criteria, with customers informed of inspection outcomes and any planned long-term maintenance solutions.

Customer reports provide valuable intelligence that complements routine inspections and survey data. Captured within the Council's asset management and GIS systems, both individual and aggregated reports help identify emerging defects, deterioration trends and hotspot locations. This additional source of data supports evidence-based maintenance planning and enables more timely intervention where issues are developing.

B3.5.4 - Tools used for reporting

West Sussex County Council provides an online reporting tool that enables residents to report potholes and other highway defects using an interactive map, with options to upload photographs and location details. Reports are integrated into the works management system and assessed, prioritised and managed in accordance with the Highway Inspection Manual and risk-based criteria.

B4 – Maintenance of highway structures

Please set out information about other highway structures and assets

B4.1 Highway Structures

ID	Question	Answer
4.1.1	Number of highway structures on your highway network	882
4.1.2	Number of highway structures with interim measures in accordance with CS470 applied?	1
4.1.3	Number of structures due a General Inspection in 2025-26 in accordance with CS450	269
4.1.4	Number of General Inspections carried out in 2025-26	269
4.1.5	Number of structures due a Principal Inspection in 2025-26 in accordance with CS450	191
4.1.6	Number of Principal Inspections carried out in 2025-26	99

B4.1.7 - Additional information on highway structures

In a 2-year period all 882 structures will be due either a Principal Inspection (PI) or General Inspection (GI)

In 2025/26 we faced delays with our PI programme hence the disparity in inspections stated in the Table above. The PI's that were not carried out in 2025-26, have been carried forward into the 2026-27 programme.

Management and Planning of the PI's and GI's are scheduled utilising the information held in the WSCC Confirm (software system); inspection information and their dates, are recorded in Confirm which allows us to present the figures in the Table above.

Public Right of Way structures, that are not within the WSCC Highway Road Network, and other Private Highway structures (owned by Network Rail, National Highways and Others), are not included in the figures within the Table.

B5 – Asset Management

This section focuses on asset management practices that underpin how the authority plans, prioritises and delivers highways maintenance. It is intended to provide confidence that decisions are evidence led, risk based and aligned to whole life value, in line with the Code of Practice for Well Managed Highways Infrastructure.

B5.1 - Asset Management Strategy and Policy

The questions in this section (B5.1) relate to the asset management condition set out in the 2026–27 [local highways maintenance incentive funding requirements](#). Completion of this section forms part of the evidence required to meet this incentive funding condition.

5.1.1	Please confirm that you understand the answers provided in this section (B5.1) relate to your compliance under the 2026-27 local highways maintenance incentive funding requirements, as set out to your authority via letter to your chief executive in April and as published online.	Yes
5.1.2	Please provide a link to your authority's published highways asset management policy and strategy. Link	
	Policy: Here Strategy: Here	
5.1.3	Please provide the date it was last reviewed or updated	15/01/2025
5.1.4	Please provide proof of the review or update.	
	Both the Policy and Strategy were reviewed and subject to significant scrutiny and subject to a Key Decision - Here	
5.1.5	If your asset management policy or strategy has not been reviewed or updated since 1 August 2024, please confirm that it will be reviewed or updated by 30 September 2027 and provide a brief timetable for doing so.	

B5.1.6 - Further context (optional)

West Sussex County Council (WSCC) is committed to delivering high-quality, sustainable services and infrastructure, as set out in the [Council Plan 2021-2028](#) and the [West Sussex Transport Plan 2022-2036](#).

These strategic priorities underpin the [Highways Infrastructure Asset Management Strategy](#), ensuring assets are maintained, improved and managed to meet current and future community needs. In 2023-24, WSCC completed an asset management maturity assessment, which recommended reviewing and updating the asset management strategy to align with corporate objectives and industry best practice.

The assessment also led to the development of formal decision-making criteria, documented processes, and improvements to the performance management framework.

Key aspects of highways asset management approach

To get a sense of how each local highway authority is implementing best practice for asset management, we ask that you provide the following information across a sample of key areas.

B5.2 - Asset data This section seeks to establish whether asset management decisions are supported by appropriate and up-to-date condition data.

Please complete the table below for your key highway assets.

Asset type	Asset inventory held? (None / partial / full)	Condition data held? (None / Partial / Full)
Carriageways	Full	Full
Footways and cycleways	Full	Full
Structures	Full	Full
Drainage assets	Partial	Partial
Street lighting	Full	Full
Traffic signals	Full	Full

B5.2.1 - Further context (optional)

Drainage nodes (gully's, soakaways) are understood, but pipe condition and connecting assets are not known across the county network

B5.3 – Asset data integration and management

This section seeks to understand the maturity of how asset data is managed and integrated to support planning and investment decisions.

B5.3.1 – Asset data integration

How is asset inventory and condition data for your key highway assets primarily managed? (please indicate one option with an X)

Discrete spreadsheets or documents held by individual teams	
Multiple digital platforms with limited integration	X
A single digital platform or a set of connected platforms used across the highways service	
Other (please set out in further context)	

B5.3.2 - Further context (optional)

Centralised condition / inventory data exists for carriageways and footways within Confirm platform.

For such items as Street Lighting or Traffic Signals the contractual model provides separate master condition platforms.

Highways Structures are currently being migrated to a new specialised asset management platform.

B5.4 – Lifecycle planning and investment decision-making

This section focuses on whether the authority uses **lifecycle planning** to inform maintenance investment decisions, rather than relying solely on reactive demand or short-term pressures.

ID	Question	Yes / No
5.4.1	Do you use lifecycle plans for carriageways to support maintenance investment decisions?	Yes
5.4.2	Do you use lifecycle plans for footways to support maintenance investment decisions?	Yes
5.4.3	Do you use lifecycle plans for structures to support investment decisions?	Yes

B5.4.4 - Evidence Summary

Carriageways are managed following principles set out in the Highways Asset management Policy and Strategy as well as the Carriageway Asset management Plan.

Footways that have been identified for maintenance, whether identified from condition data or requests from highway inspection teams or stewards will be subject to an on-site engineering assessment applying scores based on the defect severity, type and recommendation of treatment type.

The authority applies several other factors which have an influence on the prioritisation.

These include:

- Highway classification – route/usage importance
- Customer/stakeholder - complaints and or requests for attention
- Economy – factors that would have a impact on local businesses, shops, lorry & bus routes etc
- Locality – factors that have an impact on urban/rural environments, schools, hospitals, community centre and Rail/Bus Stations etc
- Environmental & Legal/Safety Risks – factors that have an impact on damage to property, third party claims & accidents etc
- Asset Management consideration – factors that have an impact on asset management strategies, e.g., preventative maintenance, reducing reactive maintenance costs etc

B5.5 – Performance monitoring and continuous improvement

This section focuses on whether the authority monitors the effectiveness of its asset management approach and uses performance information to inform ongoing investment and prioritisation decisions.

ID	Question	Answer
5.5.1	Do you have a defined set of key performance indicators (KPIs) to monitor the outcomes of your highways asset management approach?	Yes

5.5.2	Are these KPIs reviewed on a regular basis (at least annually)?	Yes
5.5.3	Are KPI trends used to inform maintenance planning, prioritisation or changes to forward programmes or investment decisions?	Yes
5.5.4	Have you conducted a value for money review or peer review of your service in the last 3 years	Yes

B5.5.5 - Evidence Summary

We monitor highway asset management through a comprehensive framework of key performance indicators (KPIs) aligned to corporate, directorate, service and contract management objectives. Performance is reviewed monthly, quarterly or annually, with measures regularly assessed to ensure they remain relevant and drive continuous improvement. KPIs, targets and methodologies are updated where appropriate.

In addition, we participate in the National Highways & Transport (NHT) Network's annual CQC benchmarking review, which assesses maintenance costs, technical quality and public satisfaction. The review compares performance with similar authorities, providing independent insight and identifying opportunities to improve efficiency, service quality and customer outcomes.

B6 - Maintaining footways and cycleways

ID	Question	Answer
6.1.1	Do you have a defined footway hierarchy (e.g. based on footway function and usage levels) that underpins a risk-based approach to inspection frequencies and maintenance programmes?	Yes
6.1.2	For 2026-27, please provide the length of footways that you have earmarked for structural maintenance / reconstruction / renewal	11.8
6.1.3	For 2026-27, please provide the length of footways that you have earmarked for preventative maintenance treatments	19.1
6.1.4	Are priority footways and cycleways included in your winter service (e.g. gritting or snow clearance), and in a routine programme for keeping them clear of overgrown vegetation and debris (e.g. sweeping, cutting back)?	No
6.1.5	For 2026-27, are you planning to deliver structural or preventative maintenance to cycleways which is not yet covered as part of your carriageway maintenance programmes or footway maintenance programmes (e.g. segregated cycleways that are not shared with pedestrians or motorists). If yes, please set out the length of such cycleways that you have earmarked for:	No

	a. Structural maintenance / reconstruction (in km)	0
	b. Preventative maintenance treatments (in km)	0

B6.1.6 - Please provide any brief additional information you consider helpful in explaining your approach to maintaining footways and cycleways

In relation to 6.1.4 we do have routine grass cutting, hedge cutting and twitten maintenance programmes to keep key footways and cycleways clear.

In relation to winter service delivery, we do not precautionary treat any footways or cycleways but in snow events we do list high footfall areas as a priority to manage, once our resilient network is functioning.

B6.1.7 - Evidence Summary

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B7 – Drainage

ID	Question	Answer
7.1.1	Please provide an estimate of your drainage maintenance expenditure split (in percentages) between:	
	a) Reactive (incident- or failure-driven) maintenance	45%
	b) Planned maintenance (routine/cyclical and/or risk-based)	55%
7.1.2	Does your authority utilise a digital drainage management platform, covering asset inventory, inspection history, sensor data, and risk scoring?	Yes
7.1.3	Do you maintain a record of locations where drainage issues are known to cause or contribute to carriageway deterioration or surface water ponding?	Yes
7.1.4	Do you utilise smart sensors or other remote monitoring technologies to monitor performance of your drainage assets. If yes, please provide some high-level information in bullet points below	No

B7.1.5 - Evidence Summary

Cyclical and reactive maintenance expenditure split based on actuals spent during 2025-26 financial year. Previous financial years have demonstrated a similar split.

West Sussex currently utilises 'Map 16' for routine Cyclical Maintenance and 'Confirm' for drainage asset management. All information relating to asset history is recorded in 'Confirm'.

Confirm is also utilised for keeping records of carriageway flooding or drainage-related issues.
No smart sensors or remote monitoring technologies are currently employed.

B7.1.6 – Further context on approach to drainage asset management

Asset defects are identified through cyclical maintenance inspections and public reports. They are assessed and prioritised based on factors including road user safety, flood risk to property, impacts on pedestrians, and environmental considerations.

Prioritised capital works are delivered through a coordinated approach, aligning programmes with carriageway resurfacing schemes and maximising opportunities for collaborative working wherever possible.

B8 – Skills and training

ID	Question	Answer
8.1.1	Do you have an up-to-date training and development plan for those responsible for highways asset management in your authority?	Yes
8.1.2	Do you or your main highways contractors support professional development through a recognised professional training scheme (e.g. Institution of Civil Engineers (ICE) or Institution of Highway Engineers (IHE))?	Yes
8.1.3	Does your authority contribute towards the cost of professional membership or professional development required for relevant highways roles?	Yes
8.1.4	Do you employ a professionally qualified engineer (e.g. Chartered Engineer (CEng) or equivalent competence) with responsibility for the management of highway structures (either in house or through a contracted arrangement)?	Yes
8.1.5	Does your authority define competence requirements for key highways asset management roles and take steps to address any identified gaps (either directly or through contractual arrangements)?	Yes
8.1.6	Do you or your main contractors support early career development in your local area, for example through apprentice schemes, traineeships or pre-apprenticeship programmes, sponsored qualifications (e.g. HNC/HND, degree, MSc), graduate schemes etc	Yes

B8.1.7 - Evidence Summary

WSCC maintains a structured workforce development programme, identifying training needs through annual appraisals, quarterly reviews and regular one-to-one meetings. Learning objectives align with service priorities and asset

management requirements, supported by training records, workforce and succession planning.

The Council promotes CPD through professional memberships, technical training, webinars and progression towards qualifications such as IEng and CEng. Competent engineers are employed directly and through specialist contractors, with capability monitored through performance reviews and workforce planning. Skills gaps are addressed through training, mentoring and recruitment. A workforce analysis and leadership programmes, alongside 46 Highways, Transport and Planning apprenticeships in 2025/26, demonstrate continued investment in workforce capability.

B8.1.8 – Further context on skills/training (optional)

WSCC continues to invest in workforce development to ensure the skills and competence required for effective highway asset management. During 2025/26, staff completed CPD across highways and asset management, health and safety, leadership, project management and systems training, with Highways Planned Delivery alone recording 245.5 staff development days. Professional development is embedded through appraisals, quarterly reviews, regular one-to-one meetings and individual development plans, supported by funded professional memberships.

Knowledge sharing is promoted through communities of practice, workshops, project reviews and active engagement with industry bodies including DfT, ADEPT, UKRLG, LCRIG and CIHT. Following a 2023 workforce analysis, targeted leadership programmes have been completed by 138 staff. Investment in future capability also continues through apprenticeships, with 40 HTP staff undertaking programmes during 2025/26, including 13 new starters, strengthening succession planning, recruitment, retention and long-term workforce resilience.

B9 – Adapting roads to withstand climate pressures

Climate and environmental factors, such as heavy rainfall, prolonged heat, and freeze-thaw cycles, are integral to effective highways asset management, as they influence asset performance, deterioration rates and long-term resilience. Understanding both the impacts of a changing climate and the carbon implications of maintenance activities supports better decision-making, helping authorities to optimise durability, manage risk and deliver best whole life value from their assets.

ID	Question	Yes/no
9.1.1	Have you updated your asset management policy and strategy to reflect the increased probability of extreme-weather and/or geohazards now and in the future?	Yes
9.1.2	Have you identified your resilient network and agree this with senior decision-makers	Yes

9.1.3	If yes, when did you last update this.	08/2023
9.1.4	Have you identified locations that are repeatedly affected by extreme weather (e.g. flooding, heat damage, storms)?	Known informally
9.1.5	Which climate-adaptation measures are currently implemented on your network?	
	- Targeted drainage upgrades or maintenance	X
	- Natural flood management / SuDS	X
	- Targeted slope / ground stability / landslip mitigation	
	- Heat-resilient materials or surface treatments	X
	- Tree planting / shading for heat management	X
	- Other (please specify)	
	- None of the above	
9.1.6	Have you measured and benchmarked the greenhouse gas emissions from your highways maintenance service using a recognised industry standard? Or do you have arrangements in place to do this, such as by signing up to the DfT funded ADEPT Carbon Leadership Programme.	Yes
9.1.7	Have you formally engaged with the DfT funded ADEPT live labs 2 Programme, to understand what lessons your authority can utilise to increase the efficiency of your operations and support decarbonisation efforts?	Yes

B9.1.8 - Evidence Summary

We have completed the DfT funded Carbon Leadership Programme and continued to collect data to engage in either re-assessments or newly developed self-assessment depending on the steer we get come September.

We completed a 3-year Live Labs funded project 'Greenprint' aimed at decarbonising highway maintenance works. Focused on grass cutting operations by utilising arisings collected to produce Biochar via Pyrolysis process. Subsequent biochar has been tested in a controlled road construction use and will be monitored over coming 2-year period with a view to understanding properties and whether use can be expanded.

B9.1.9 - Further context on your adaptation / resilience activities

We are adapting various services/assets to better withstand the impacts of climate change including having already implemented adapted carriageway resurfacing designs, drainage improvements (scale and volume), riparian ditch work, bridge scour assessments, granite 'gritting' during extreme heat, increased frequency of drainage cleansing, and 'Operation Watershed' projects to target flood-prone areas. While ongoing work is being undertaken in relation to SUDs and winter preparedness. Planned future work includes proactive management of embankments and cuttings.

To provide a more strategic approach to adaptation, we're also actively

developing an Adaptation and Resilience Plan based on climate predictions, impacts we are already facing, projected impacts (vulnerability and risk) and adaptive capacity to deliver required adaptation actions. This is an ongoing piece of work planned to be initiated/implemented in 2027.

B10 – Innovation

ID	Question	Yes / No
10.1.1	Do your procurement and contracting approaches encourage and reward innovative practice?	Yes
10.1.2	Can you demonstrate that innovative materials and practices are regularly reviewed and, where appropriate, integrated into business-as-usual operations?	Yes
10.1.3	If you have conducted innovation trials, have you shared the findings of these publicly or with professional networks?	Yes

B10.1.4 - Evidence Summary

WSCC utilises NEC contract model, but with individual provider contracts and construction frameworks offering significant opportunities through tender to award and during the life of the contract to work with providers or develop innovative ways of working.

Contractual communications including records of innovations are seen within Cemar the contract communication platform and works management system called Confirm.

Framework decision and outline: [Here](#)

B10.1.5 - Further context on your innovation activities

Innovations include:

- Introducing polymer modified binders into surfacing materials
- Use of Warm Mix
- Use of 20% RAP in Surface course and 30% in base course material
- Using high melting point binders for surface dressing
- Use of Lock chip on surface dressed principal roads
- Provision of specialist tree cutting machinery
- Transitioning our winter fleet to a pre-wetted salt regime
- Trialling and purchasing a thermal road repair machine
- Trialling a grass cutting and collect programme to create biochar
- Introducing cold applied reinstatements for manhole covers on high trafficked roads.

B10.2 – Examples of innovations that have been adopted

- Introducing polymer modified binders into all SMA surfacing materials --- Increased resilience to ongoing sustained high temperatures no increase in cost
- Use of Warm Mix --- specified at design to reduce carbon output on all schemes no increase in cost
- Use of 20% RAP in Surface course and 30% in base course materials --- reducing use of virgin materials in the mix and cut carbon output no increase in cost
- Using premium high melting point binders for surface dressing --- used on East/West non tree lined roads in the programme to give greater resilience to sustained increased temperatures 68,825M2 resulting in an increase cost of £22,031.00 over standard Binder
- Use of Lock chip on surface dressed principal roads --- Used on select principal roads to reduce impact of early chip loss, third party claims, reduction in sweeping and bringing network back to normal traffic conditions sooner. Programme 446,919 M2 lock chip applied to 228,540M2 at an increased cost of £242,617.00

B11 – Working with utility companies to reduce disruption to road users

ID	Question	Yes / No
11.1.1	Do you routinely monitor and enforce utility works quality as part of your street works management?	Yes
11.1.2	Have you undertaken a senior-endorsed assessment of whether a lane rental scheme would be suitable for your area?	Yes
11.1.3	Do you seek input from utility companies when determining your highways maintenance programme to help reduce disruption?	Yes
11.1.4	Have you conducted and published a permit scheme evaluation within the last three years?	No
11.1.5	Have you conducted a traffic sensitive review in the last three years?	No

B11.1.6 - Evidence Summary

West Sussex County Council manages disruption from utility and highway works through its Permit and Lane Rental Schemes. Regular performance meetings with utility companies review permit compliance, Performance Based Inspection outcomes and operational performance, helping to identify issues, share learning and drive continuous improvement. The Council monitors key indicators, including occupation durations, traffic-sensitive working and opportunities for collaboration, addressing concerns through established

performance processes.

Extensive network coordination, early engagement with works promoters and collaborative working help reduce road occupancies and minimise disruption.

This approach is set out in the West Sussex Highway Network Management Plan (2025).

A Traffic Sensitive Streets review is currently underway, with consultation planned for Q3 2026/27.

B11.1.7 - Further context

The Lane Rental Scheme has driven a positive and sustained shift in working practices across West Sussex, with each year demonstrating a significant reduction in works durations compared with the period prior to the scheme's introduction.

Recommendations and improvements identified through the Year 1 evaluation, including enhanced coordination, closer engagement with works promoters and the integration of lane rental into wider network management activities, have been successfully implemented and have helped maintain and improve performance. The majority of works promoters, including WSCC's own works teams, have adapted their methodologies by reducing road occupation periods, accelerating delivery or altering occupancy times to minimise disruption.

Behavioural change has contributed to reduced congestion, shorter works durations and improved network efficiency across the county.

B12 – Managing highways maintenance contracts effectively

ID	Question	Yes / No
12.1.1	Does your authority retain in-house technical capability to independently assess maintenance interventions proposed by contractors?	Yes
12.1.2	Do you routinely analyse actual unit costs (for example £/m ² of road surface treatments, or £/pothole repair) for core highways maintenance activities delivered under contract and compare them against benchmarks or historic performance?	Yes
12.1.3	Do you have defined KPIs for your highway's maintenance contract(s), and are they actively monitored by your authority to manage performance?	Yes
12.1.4	If reactive pothole repairs are delivered by a contractor, do your contracting arrangements incentivise single-visit	Yes

	permanent repairs where it is safe and appropriate to do so?	
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B12.1.5 - Evidence Summary

Technical capability is resourced within the highway service in both reactive and planned maintenance areas. Managers are assigned 'Asset Mangers' to ensure consistent and quality assessment and implementation.

Value for money is constantly assessed against known benchmarks. The authority's portfolio approach to procuring reactive and planned works enable price comparison and market leading productivity in many areas. The procured contracts (Lot1-7) include significant KPI and Management Information requirements to manage contractor performance.

We also have a robust audit regime in place to monitor the quality of reactive repairs being delivered. This are a mixture of desktop and site-based audits, undertaken by both client and contractor, separately and jointly.

Head of Service

I confirm I have reviewed this transparency report and approve it for submission as Head of Service.

Name	Guy Bell, Head of Planned Delivery Service
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Signature	Signed digitally
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Date	09 September 2026
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Section 151 Officer

I confirm I have reviewed this transparency report and approve it for submission as Section 151 Officer.

Name	Mike Saurez, Executive Director of Finance & Support Services
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Signature	Signed Digitally
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Date	09 September 2026
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