

EASTERN CAPE PROVINCE

MBHASHE LOCAL MUNICIPALITY



ROADS MAINTENANCE POLICY 2017/2018

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1. BACKGROUND AND DISCUSSION

Repetitive maintenance of access roads within Mphashe Municipal area is mainly the responsibility of Infrastructure Services under the section of Infrastructure Maintenance comprised of roads and electrical funded by equitable share. The functions of roads maintenance teams is doing routine and periodic maintenance of road network in 32 wards of the Municipal jurisdiction. Currently the Municipality has got full functioning roads maintenance teams in each unit with machinery conducting repetitive roads maintenance in each ward as per the scheduled routine and periodic maintenance of the road network. Each unit has a roads foreman and artisan to perform the close monitoring of the teams and plant operations during repetitive roads maintenance. Each ward is planned to receive total 5 km of routine road maintenance as indicated in road maintenance plan and necessary stormwater control measures.

2. PURPOSE OF ROADS MAINTENANCE PLAN, FUNCTIONS OF ROADS UNIT AND OVERVIEW ON ROADS INFRASTRUCTURE

2.1 Purpose of roads maintenance

- The purpose of repetitive roads maintenance is ensuring that existing municipal roads and storm water drainage system is maintained to a level of safe and serviceable conditions.
- That the roads maintenance teams are well developed with machinery in each unit conducting roads maintenance on regular basis

2.2 Functions of Roads Maintenance Unit

- Record keeping of existing and newly developed roads infrastructure
- Develop maintenance plan for three units
- Scheduling of routine maintenance of road network
- Inputs in budgeting for plant and roads infrastructure maintenance
- Plant and equipment service, repairs and monitoring
- Monitoring of all roads maintenance activities
- Transportation of plant to various wards utilizing municipal lowbed as per the scheduled works
- Quickly attend municipal roads affected by disaster
- To have monthly meetings with the supervisors and operators to discuss the works and safety precautions
- To conduct roads infrastructure assessments for planning purpose and prioritization
- Develop weekly plans for the works to be carried out
- Compile weekly, monthly, quarterly reports
- Attend to community roads complaints to emergency works

2.3 Scope of Works for roads unit

Routine maintenance of surfaced roads	Routine maintenance of gravel access roads	Stormwater drainage maintenance	Roadside/reserve maintenance	Maintenance of traffic signs and roadside furniture
Pothole repair	Wet grading and compaction	Culvert cleaning	Shoulder repairs and edge build-up	Road markings – lines and lettering
Slack and depression repair	Dry grading	Side drains grading	General erosion protection	Road sign installation, repair and cleaning
Base and surface repair	Reshaping (Rip & compaction)	Open drain cleaning	Erosion control – stone pitching, gabions	Traffic calming devices installation and repairs
Edge repair	Patch gravelling	Culvert installation & cleaning		
Gravel shoulder repair		Side drain grading		

2.4 Current situation in the Infrastructure Maintenance section

2.4.1 Personnel

Mbhashe Local Municipality has a maintenance section that is currently attending to roads infrastructure maintenance works in three units of Mbhashe Municipal area. Each unit has a Roads Foreman that is doing the close monitoring of the plant and operators, and there is also Mechanical Technician that solely responsible for the functioning of the Municipal plant. The present strength of personnel against agreed organogram and further need are given hereunder:

Designation	Filled/Available	Vacant/In need	Remarks
Manager Infr. Maintenance	1	-	Filled
Roads Foreman	3		
Road Artisan	3		
Mechanical Technician	1		
Plant Operators	12	8	
Truck drivers	6	4	
General assistant			

2.5.2 Plant and Equipment

The plant in each unit currently is as follows:

Unit	Plant description	Number
Dutywa	Grader	1
	Tipper truck	2
	Watercart	3
	Backhoe loader	1
	Smooth roller	1
	Padfoot roller	1
	Dozer	1
	Lowbed horse	1
	Lowbed	1
	4 ton truck	1

Willowvale	Grader	1
	Tipper truck	2
	Watercart	2
	Backhoe loader	1
	Smooth roller	1
	Padfoot roller	1
	Jaw Crusher	1
	Front-end loader	1
	Dumper truck	1
	Excavator	1

Elliotdale	Grader	1
	Dumper truck	2
	Watercart	1
	Backhoe loader	1
	Smooth roller	1
	Padfoot roller	1
	Excavator	1
	Dozer	1

It has to be noted that the front-end loader is rotating with Jaw crusher.

3 IMPLEMENTATION PLAN

Infrastructure maintenance has developed the maintenance plan for all 32 wards of the municipal area. Currently the Municipality has got full functioning roads maintenance teams in each unit with machinery conducting repetitive roads maintenance in each ward as per the scheduled routine and periodic maintenance of the road network. Each unit has a roads foreman and artisan to perform the close monitoring of the operators and plant operations during repetitive roads maintenance. Each ward is planned to receive total of 5 km for maintenance (2km patch gravelling and 3 km wet grading & compaction) and necessary stormwater control measures

3.1 Works to be executed

The works to be executed in this plan will be the roads identified with the affected ward councilor and agreed with the Project Manager, but priority will be given to the roads leading to public amenities like schools, clinics etc. Any change on scope of works on the plan will have to be communicated in writing and approved by Senior Manager Infrastructure Services.

4. PLANNING AND REPORTING

Municipality has a plan to maintain roads infrastructure as per the condition of the road in all 32 wards of the municipal area in each financial year.

Reporting: Weekly plans and weekly progress report

Monthly reports

Quarterly reports

Mid-year reports

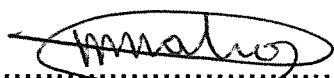
Annual report

5. CONCLUSION

The flexible roads infrastructure maintenance plan and schedule will be monitored by all stakeholders affected. It is clear that capacity building, having own municipal machinery that is allocated on each unit to conduct repetitive maintenance is of outmost importance and development of master plan is vital in this program as to know the roads infrastructure and conditions in each unit. This Policy will be working in conjunction with Road Maintenance Plan as approved by the council.


MAYOR (ENJANDA)

07/08/2017
DATE


ACTING MUNICIPAL MANAGER

04/07/17
DATE