1   Management of Highway Infrastructure Asset Data

1.1   Objective

1.1.1   Asset data describes what highway infrastructure assets an authority has data where they are and how they perform.

1.1.2   It includes;-

- Number
- Location
- Performance
- Financial values
- Public opinion

1.1.3   The overall objective of the asset data set is to;-

"Provide the data required to support the approach to asset management."

1.1.4   Typically data is used to support the overall requirements for asset management including:

- Defining network inventory and asset performance;
- Supporting statutory requirements;
- Making effective and informed decisions;
- Understanding the impact of decisions on the asset and the subsequent level of service and performance;
- Assessing and managing risk;
- Determining investment requirements
- Assessing and reporting financial value; and
- Reporting performance.

1.1.5   Effective asset management planning and decision-making relies on this data being available, appropriate, reliable and accurate

1.2   Data Management Strategy

1.2.1   Our Data Management Strategy documents the approach to the management of highway infrastructure data.

- Data need
  - A Business Case detailing
    - An assessment of the data requirements
    - Demonstrating how they meet the asset management strategy and necessary performance reporting
    - Risks associated with the data;
    - Value for money
- Data owner
  - An "owner" for responsible for management of the data. This is typically the team manager.

- Data custodian –

    o For managing the data day to day and reporting

- Data collection

    o Requirements for the accuracy, reliability, repeatability of data and value for money.
    o Collaboration in procurement between authorities were beneficial.
    o Frequency of collection and updating
    o A risk based approach has been adopted, particularly where assets are low value and pose low risk to the performance and reporting

- Data management

    o Data storage and date stamping,
    o Management and access rights to the data
    o Processing requirements
    o Reporting requirements and Performance Framework

- Data disposal

    o Informed by our corporate data retention policy with reference to Statute and regulation and Operational need

- Data reviews

    o Regular reviews should be undertaken to ensure that data continues to support asset management should be considered to ensure that these are / still fit for purpose,

- Data Management Plan

    o Details elements of the Data Management Strategy for each of our asset management data sets, owner, host and secondary systems, custodian, uses, extent, reliability, confidence, tolerance, publish, cleanse, comments, renewal of data