

## **Works Department Plan of Action**

The Works Department primary role is geared to provide technical services by conducting repairs and maintenances on all city streets and existing major infrastructures. It is my responsibility to ensure that the department provides responsive, high quality and consistent services to our citizenry with high concentration on street maintenances.

The Works team mission for the remainder of the term is identifying and responding to community infrastructural needs and public safety with special emphasis placed on the improvement of the conditions of our city street.

The Works section will implement the following guidelines to garner a satisfactory plan of action that meet public demands and promote safety, on behalf of its citizenry.

1. Providing excellent infrastructural reliability team by having two dedicated works street crew. One crew will be tasked to conduct work on the North Side of the city and dispatch the other crew to the South Side of the city having them conducting assignments, simultaneously.
2. Conduct quick repairs on potholes existing on the surface of the streets, with the intension to preserve and enhance the existing standard of the surface of the road.
3. Conduct regular rehabilitation and maintenances of city street surfaces, by grading and spreading materials so that it could be kept at an acceptable standard.
4. Constant removal of pearly edges off the street sides to enable smooth runoff from the street surfaces to minimize damages and contribute to good street surface.
5. Conduct periodic inspections and cleaning of man holes and infrastructural drainage system in preparation of the rainy season.
6. Conduct frequent inspections on all existing sidewalks and manholes to identify those that are faulty and require repairs.
7. Efficiently overseeing and conducting maintenance activities on all operation buildings and grounds of the council.
8. Ensure that all utility company and Construction Company comply with the standards and expectations set forth by the City Council, whenever they are executing their respective duties on the streets or sidewalks.
9. Ensuring that all scheduled works is conducted with minimal disruption and inconveniences to public movements, during maintenances.
10. Ensuring that technical workers are dispatched promptly to problematic areas and directing work responsibility effectively.

11. Conduct evaluation of ongoing and completed street work assignments to ensure that the works are completed satisfactorily.
12. Perform regular systematic inspections to identify streets that are in deteriorating conditions and make schedule to have work accomplish in accordance of priority, after analyzing the findings.
13. Conduct regular supervision to ensure that work teams are working diligently to complete assignments efficiently.

My goal for the department is consolidating the various functions by having a better leverage on our available resources. This efficiency goal will be beneficial to both the council and our community which we serve.

The implementation of these plans will definitely assist us in the strive to enhance the quality of life for residents as we all attempt to provide safe, reliable effective service consistent with the vision and goals of your council.